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Office of Critical Infrastructure Protection and Emergency Preparedness

Bureau de la protection des infrastructures essentielles et de la protection civile

National Support Plan:

Part II

Canada

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PART 2

INTRODUCTION

1. Part 2 of the National Support Plan is intended to provide the reader with detailed information on the organization, role, functions and responsibilities of the following Emergency Support Functions (ESFs):

Agriculture and Agri-Food
Engineering and Construction Resources
Financial
Fisheries and Oceans Management
Hazardous Materials
Health and Social Services
Heavy Urban Search and Rescue
Human Resources
International
Logistics Operations Management System
Meteorology
Procurement
Public Order/Protection of the Public
Telecommunications
Transportation

2. This information is provided to foster greater inter- and intra-sectoral understanding and hence an enhanced ability for departments and agencies involved in a federal response to co-ordinate their efforts to meet the demands of any emergency, when the National support Centre (NSC) is activated.

3. Notwithstanding the relatively detailed nature of each ESF entry, it is expected that each department, whether with primary responsibility for an ESF or in a collateral role, will maintain its own Standing Operating Procedures (SOPs) to permit implementation of its functions and responsibilities. In addition, each department is expected to make appropriate arrangements to staff its participation in the National Support Plan (NSP) and to ensure that designated personnel are familiar with the contents of Parts 1 and 2 of the Plan and with all applicable SOPs.

4. Wherever possible, a standard format has been used to describe each ESF. However, the varied nature of the resource and service sectors covered does not always make this practicable and a different format has been necessary in some cases.

5. ESF primary departments are responsible for ensuring that their entry in this document is up-to- date and a true reflection of the current situation. All amendments should be provided to the Office of Critical Infrastructure Protection and Emergency Preparedness for entry and promulgation.

EMERGENCY SUPPORT FUNCTION: AGRICULTURE AND AGRI-FOOD

Primary Departments: Agriculture and Agri-Food Canada
Canadian Food Inspection Agency

Support Departments:

Canada Customs and Revenue Agency
Department of National Defence
Environment Canada
Fisheries and Oceans Canada
Foreign Affairs and International Trade
Health Canada
Human Resources Development Canada
Natural Resources Canada
Transport Canada

INTRODUCTION:

General

The Food and Agriculture Emergency Response System (FAERS) was developed to provide an emergency management framework linking the federal, provincial/territories, international and private sectors in a response to emergencies affecting the agri-food sector.

Objectives

The objectives of FAERS are:

- to respond to mandated emergencies;
- to provide support to provincial/territorial and international partners in responding to emergencies; and
- to mobilize the Agri-Food resources of the federal, provincial, international and private sectors in a combined effort to mitigate the effects of an emergency.

Scope

FAERS provides a framework to manage emergencies impacting the Agri-Food Sector. The system is designed to be activated for those emergencies that exceed the lead agency's capacity to deal with the situation and when support to the response effort is needed from other federal, provincial and private sector stakeholders. FAERS could be activated for domestic food and agriculture emergencies, including situations involving food safety, animal health and plant health, or emergencies occurring in other countries where international organizations request support.

PLANNING ASSUMPTIONS:

- The FAERS will complement provincial/territorial emergency plans;
- Some of the agri-food sector will survive the catastrophe;
- The status of regional resources will be unknown in the first hours following a catastrophic event; and
- The initial assessment will likely be provided by provincial/territorial authorities.

POLICY AND LEGISLATION:

In accordance with the Emergency Preparedness Act (1988), Agriculture and Agri-Food Canada (AAFC) and the Canadian Food Inspection Agency (CFIA) have jointly established FAERS. In addition to the applicable emergency management legislation, the following acts and regulations have implications for the AAFC portfolio's emergency preparedness and response capabilities.

- Agriculture Marketing Programs Act;
- Animal Pedigree Act;
- Canada Agriculture Products Act and Regulations;
- Canada Grain Act;
- Canadian Dairy Commission Act;
- Canadian Food Inspection Agency Act;
- Constitution Act;
- Consumer Packaging and Labeling Act and Regulations;
- Department of Agriculture and Agri-Food Act;
- Experimental Farm Stations Act;
- Farm Credit Corporation Act;
- Farm Debt Mediation Act;
- Farm Improvement and Marketing Cooperatives Loans Act;
- Farm Improvement Loans Act;
- Farm Income Protection Act;
- Farm Products Agencies Act;
- Feeds Act and Regulations;
- Fertilizers Act and Regulations;
- Fish Inspection Act and Regulations;
- Food and Drug Act and Regulations;
- Health of Animals Act and Regulations;
- Meat Inspection Act and Regulations;
- Plant Breeders' Rights Act and Regulations;
- Plant Protection Act and Regulations; and
- Seeds Act and Regulations.

CONCEPT OF OPERATIONS:

Co-ordination

For mandated emergencies (i.e. food safety, animal health and plant health), the Canadian Food Inspection Agency assumes the lead role in responding to the situation. The FAERS co-ordinator for Agriculture and Agri-Food Canada (AAFC) is the Assistant Deputy Minister, Corporate Management Branch and the FAERS co-ordinator for the Canadian Food Inspection Agency (CFIA) is the Vice President of Operations. Upon notification of a non-mandated emergency, the FAERS co-ordinator of AAFC and the FAERS co-ordinator of CFIA will jointly determine which of the two organizations will lead the federal agriculture portfolio in supporting a province in an emergency.

The lead organization will assign designated staff to the National Support Centre, the provincial department of agriculture's Emergency Operations Centre and\or the provincial office of emergency management.

Alert/Notification

AAFC has a designated Departmental Emergency Management Co-ordinator. The Departmental Emergency Management Co-ordinator provides a single window (intra/interdepartmental) for contacting and alerting the Department to potential or actual emergencies on a 24 hour/7 day basis. Upon notification of an emergency, he/she would activate predetermined emergency alert procedures to notify all affected Agri-Food stakeholders.

RESOURCES:

The resource requirements (budget, personnel, equipment etc.) are contingent upon the nature and severity of the emergency and will be assessed as the emergency evolves. Under extreme circumstances, all national Agri-Food Sector resources could be mobilized under the direction of the federal Minister of Agriculture in a common effort to effectively control the situation. Agriculture and Agri-Food Canada and Canadian Food Inspection Agency staff may be requested to work in other departmental or Agency locations as well as at the National Support Centre and provincial/territory Emergency Operations Centres.

RESPONSIBILITIES: PRIMARY DEPARTMENT

- assist provincial/territorial governments in securing safe food and water, and agricultural commodities such as animal feed, to affected areas through liaison with other government and non-government organizations;

- assist provincial/territorial governments with the re-location of animals and carcass disposal;

- facilitate the acquisition, allocation and distribution of essential resources (i.e. fuel, spare parts for machinery and equipment) and food products to producers, processors and distributors;

- advise and assist, through financial means, producers, processors and distributors in mitigating the impact of financial losses due to market instability, property damage, etc.; this includes establishing and administering food, commodity and feed prices;

- in each province, provide regional co-ordination and linkage with the provincial government, the Office of Critical Infrastructure Protection and Emergency Preparedness, and other federal departments;

- provide research assistance and technical advice to the Agri-food Sector to mitigate impacts such as contamination of land, water supplies, crops, livestock, feed and whole or processed foodstuffs; severe climatic conditions; livestock or crop diseases; and plant pest infestation;

- to test food, animals and plants for health and safety;

- preserve genetic resources for crops and livestock and vital genetic assets located at Branch establishments;

- provide advice and assistance to the Agri-food Sector for protection of base seed and breeding stock.;

- provide advice and/or develop emergency financial programs that will mitigate the effects of an emergency;

- develop policy on International Programs, food aid, exports, imports and other related areas;

- develop policy on environmental sustainability; and

- provide economic and market analysis.

RESPONSIBILITIES: SUPPORT DEPARTMENTS

To be developed.

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EMERGENCY SUPPORT FUNCTION: ENGINEERING AND CONSTRUCTION RESOURCES

Primary Department: Public Works and Government Services Canada

Support Departments:

Department of National Defence
Environment Canada
Human Resources Development Canada
Natural Resources Canada
Transport Canada

INTRODUCTION

General: In a catastrophic public welfare emergency, by definition, the response will be beyond the capability of the province(s)/territory(ies) affected.

Purpose: The purpose of this Emergency Support Function is to:

a. facilitate and co-ordinate the acquisition and delivery of specialist personnel having engineering and construction expertise; and

b. facilitate and co-ordinate the acquisition and delivery of emergency engineering, construction, demolition and debris removal contracts, construction equipment, and construction materiel.

Scope: This Emergency Support function applies to all federal departments and agencies, including crown corporations, with engineering and construction resources which may be required to respond to a request from a province or territory for engineering and construction resource assistance. It also applies to any private sector engineering and construction resources engaged by PWGSC to fulfil the requests.

ASSUMPTIONS

Some elements of the PWGSC regional organization in whose geographical territory the catastrophic emergency occurs will survive. These elements will be dedicated, in the first instance, to recovering the PWGSC operations in the affected area and, in the second instance, to assisting other federal government departments with their recovery operations. Only coincidentally will they be involved in providing support to the province/territory.

Anticipated types of requests include: removal of debris, demolition of structures, initial repairs to stabilise structures, constructing temporary facilities, engineering assistance for damage assessment, prioritizng of repairs and other similar tasks. It is difficult to establish the anticipated scope of the requests but it is believed the predominant work will be the management and co-ordination of private sector and in-house engineering and contractor services. As the resources in the affected area

(municipality and province) are assumed to already be engaged by the province the private sector and in-house resources referred to above will be national or international resources from outside the affected province.

Initially the means of communication with the affected area will be very limited, perhaps only one or two MSAT telephone links. These limited links will necessitate having most communications with the region flow through the Emergency Operations Co-ordination Centre (EOCC).

POLICY AND LEGISLATION

It is the policy of Public Works and Government Services Canada to develop and test emergency support plans for all types of emergencies. This policy is in accordance with the *Emergency Preparedness Act* of 1988, the Federal Policy for Emergencies, Deputy Minister Directive 001 - Emergency Preparedness Policy for PWGSC, and the Departmental Emergency Book.

CONCEPT OF OPERATIONS

Co-ordination: In a large scale emergency the Deputy Minister would declare a crisis and invoke the Crisis Response Co-ordination Plan as described in the Departmental Emergency Book. Under this plan the Departmental Crisis Response Co-ordinator (ADM Real Property Services) would assemble the Departmental Crisis Response Group and activate the EOCC to provide overall co-ordination of the departmental response.

The DG Architecture & Engineering Services is responsible for the Emergency Support Function for Engineering and Construction Resources. Depending on the anticipated tasking, one of the Director of Project Management, the Director of Civil Engineering or the Director of Buildings will be appointed as the Co-ordinator for the ESF.

The ESF Co-ordinator will assign appropriate in-house personnel from Headquarters or non-affected regions to the Federal Support Team in the affected province/territory to provide ESF advice and assistance to the Federal Co-ordinating Officer.

Alert/Notification: On behalf of the Departmental Crisis Response Co-ordinator the Director of Corporate Security and Emergency Preparedness (CSEP) provides a single window point of contact for alerting the department in the case of an actual or potential catastrophic emergency. Upon receipt of notification from OCIPEP, the Director CSEP will initiate the departmental notification procedures.

Information Flow: The National Support Plan depicts a joint federal/provincial co-ordination centre at which provincial and federal officials will co-ordinate assistance. Any request for support will originate with the provincial government, where the responsible official will determine the quantity and priority of the request and pass it to the Federal Co-ordinating Officer and his Federal Support Team.

The Federal Co-ordinating Officer will assign a unique control number to the request and forward it to the National Support Centre.

The National Support Centre will forward the request to the department or agency responsible for the appropriate ESF. If it is a request for engineering or construction resources, it will be passed to PWGSC.

The request will enter the Department through the EOCC where it will be logged for monitoring purposes and then forwarded to the Co-ordinator for the ESF for Engineering and Construction Resources.

This ESF Co-ordinator will arrange for the requested support to be provided and inform the EOCC when arrangements are complete and the request has been filled.

The EOCC will, in turn, inform the National Support Centre which will close the loop by informing the Federal Co-ordination Officer of the status of the request.

RESOURCES

The resources requirements (money, personnel, equipment and facilities) committed to the response will be contingent on the severity and nature of the emergency and will evolve with the understanding of the impact and the demands placed upon the department. PWGSC personnel are committed, as part of the National Support Plan, to assist OCIPEP at the Headquarters and Regional levels. Federal staff may also be directly employed in support of the province at the site of the emergency.

RESPONSIBILITIES: PRIMARY DEPARTMENT

Supplying engineering assistance for damage assessment, prioritizng repairs and immediate repairs, including project management.

Supplying construction contracts for demolition, debris removal, initial repairs, and building stabilization, including contract supervision.

Supplying specific construction resources, such as special heavy equipment.

RESPONSIBILITIES: SUPPORT DEPARTMENTS

Human Resources Development Canada

When requested by the ESF Co-ordinator, supplying information on the location and availability of personnel with expertise in engineering or construction.

Other Support Departments

When requested by the ESF Co-ordinator, supplying available in-house personnel with engineering or construction expertise for employment in direct support of the affected province at the site of the emergency.

EMERGENCY SUPPORT FUNCTION: FINANCIAL

Primary Department: Finance Canada

1. With respect to civil emergency preparedness in general, the department is responsible for developing and maintaining civil emergency plans for:

   a. the recommendation to the Governor in Council, in collaboration with the Treasury Board Secretariat, of priorities for allocating economic and financial resources among competing demands;

   b. the continuous payment of pensions, annuities, bond interests, and all other transfer payments not assigned for payment by other departments; and

   c. the development and implementation of policies, programs, and regulations, in respect of damage claims and insurance and reparations payments (lead role).

2. With respect to preparedness to deal with national emergencies in particular, the department is also responsible for developing and maintaining civil emergency plans for:

   a. financing of costs of proposed emergency measures, including the imposition of emergency taxes, financial moratoria and other fiscal measures (lead role);

   b. the provision of advice to the Governor in Council on price and wage control policies; and

   c. the control of the Canadian rate of exchange as required (lead role).

EMERGENCY SUPPORT FUNCTION: FISHERIES AND OCEANS MANAGEMENT

Primary Department: Fisheries and Oceans

Collateral Departments/Agencies/Organizations

Canadian Coast Guard Auxiliary
Canadian Food Inspection Agency
Civil Air Search and Rescue Association
Department of National Defence
Environment Canada
Indian and Northern Affairs
National Energy Board
Natural Resources Canada
Port Authorities
Private Response Organizations (marine spills)
Provincial Authorities
Royal Canadian Mounted Police
St. Lawrence Seaway Authority
Transport Canada

INTRODUCTION

General

Fisheries and Oceans Canada, and in particular the Canadian Coast Guard, has developed plans to deal with major/catastrophic incidents, involving marine spills and marine search and rescue, for which the department has the lead under Departmental Planning Responsibilities for Emergency Preparedness. Fisheries and Oceans Canada is also prepared to: monitor and direct shipping traffic as required in the event of a catastrophe; to maintain marine communications and traffic services, navigation services, and icebreaking services; to conduct necessary scientific activity regarding hydrographic services, marine life resources and habitats; and to control fishing activities.

Fisheries and Oceans Canada, both materiel and personnel, will be available, as appropriate, to assist the response to emergencies led by other federal, provincial or territorial authorities, as was done in the Manitoba flooding of 1997 and the ice storm of 1998.

Purpose

The purpose of this section is to outline the department's concept of operations for dealing with emergencies generally, and to provide some detail on the marine spill and search and rescue plans.

Scope

This emergency support function includes those areas for which Fisheries and Oceans Canada the lead role and also addresses primary supporting organizations such as Department of National Defence, Environment Canada, and Transport Canada.

ASSUMPTIONS

Some elements of Fisheries and Oceans Canada CCG Regional resources will remain able to operate in an area subject to a major emergency or disaster. Resources will generally be available in other Fisheries and Oceans Canada regions - which are: Newfoundland; Maritimes; Laurentian; Central and Arctic; Pacific. Communications with, and transport to, the area will likely be affected to some extent. The main Fisheries and Oceans Canada responsibility is to ensure ability to maintain mission-critical departmental functions, although in extreme cases overall disaster response priorities may take precedence.

Fisheries and Oceans Canada assets are likely to be called on to help other federal, territorial, provincial or municipal authorities. In fact this may well be their main role after Fisheries and Oceans Canada functions and services are restored for use in areas of lead responsibility.

Provincial authorities will retain lead responsibility in most emergencies. Fisheries and Oceans Canada regions will liaise with them, and OCIPEP regional representatives/Federal Co-ordination Officers, as appropriate to determine the most effective Fisheries and Oceans Canada local assistance.

POLICY AND LEGISLATION

Arctic Waters Pollution Prevention Act
Canada Shipping Act
Emergencies Act
Emergency Preparedness Act
Fisheries Act
Navigable Waters Protection Act
Oceans Act

CONCEPT OF OPERATIONS

Co-ordination

Each Fisheries and Oceans Canada region and sector is responsible for participating as required in the departmental response to a major emergency, along the lines described below.

In an actual emergency a departmental CONTROL AUTHORITY will be established. Depending on the nature of Fisheries and Oceans Canada involvement, the geographic scope, and the severity of

the emergency, this will be the DM, the relevant ADM, or Regional Director General. The Minister will be briefed by the Control Authority and a Fisheries and Oceans Canada spokesperson will be selected by the Control Authority. Further direction and management will be assumed by the Control Authority unless the minister assumes personal control.

In the event of a national emergency, or an emergency of significant magnitude for which Fisheries and Oceans Canada is the lead federal agency, a departmental policy committee of executive managers--the National Emergency Management Committee--would be established and chaired by the DM. The corporate operational response will be run by a working group--the National Emergency Working Group--chaired by the appropriate ADM as designated by the DM. Involved regions will form similar management teams as deemed necessary by the RDG.

Depending on the nature of an emergency, Fisheries and Oceans Canada will participate in the co-ordination and management of the federal government response through the interdepartmental National Support Centre at OCIPEP HQ in Ottawa, as specified under the National Support Plan. If appropriate, Fisheries and Oceans Canada will be the lead agency. Regions will familiarize themselves with provincial emergency planning and response mechanisms in order to be able to assist in the most efficient and effective way. Ongoing liaison with OCIPEP regional offices is also essential.

Alert/Notification

Upon notification by OCIPEP or other sources of an emergency, the departmental Emergency Preparedness Program will take necessary action to alert relevant Sector/Regions and senior personnel. The CCG Communications and Operations Centre at headquarters can provide operational and communications support for Fisheries and Oceans Canada requirements. Normally the Centre is operational from 0700 to 1900 seven days/week, with personnel on standby and accessible during quiet hours. The Centre can move to full 24/7 operations.

RESOURCES:

Assets (money, personnel, equipment, facilities) committed to response will depend on the nature and severity of the emergency, and will be adjusted as the situation develops. Amongst major Fisheries and Oceans Canada assets that could be utilized are vessels, fixed-wing aircraft and helicopters. Fisheries and Oceans Canada personnel can be used, according to availability, in support of operations of other departments or levels of government. Fisheries and Oceans Canada personnel, as part of the National Support Plan, may help OCIPEP at the headquarters or regional level.

RESPONSIBILITIES:

Emergency Response (Marine Spills Contingency Plan-National Contingency Chapter)

The CCG has lead agency responsibility for ensuring responses to ship-source spills, mystery spills, and ship-source pollution incidents that occur as a result of loading or unloading to or from ships at oil handling facilities in waters of Canadian interest. The polluter is expected to respond to incidents, while the CCG will monitor and, whenever necessary, augment or assume management of the response when in the public interest. The CCG also assists other federal, provincial, territorial or local agencies.

Environment Canada is recognised by the CCG as the federal authority for environmental advice during a pollution incident. Environment Canada normally chairs the Regional Environmental Emergency Team (REET) that provides consolidated environmental advice during response operations.

Fisheries and Oceans Canada, as a REET participant itself, provides scientific and operational advice respecting location of critical fisheries resources and their habitat, timing and location of fishing activities, oceanographic information, support in spill tracking and trajectory modelling, and priorities for environmental protection related to fisheries.

Private Response Organizations (ROs) supply resources and trained personnel identified in response plans for which they have received certification; they provide the bulk of private sector oil pollution incident response.

Transport Canada is responsible for on-board investigation of ship-source pollution events and provides technical expertise regarding the ship and its on-board activities that can mitigate ship-source spills.

The National Response Team (NRT) system is made up of headquarters and regional personnel and resources, and the NRT Co-ordinator from HQ. The NRT provides a Federal Monitoring Officer or an On-scene Commander for purpose respectively of monitoring or managing the response to pollution incidents where the CCG is lead agency. CCG may also use the NRT system when acting as a resource agency. With the Environmental Response Branch at CCG there is a cadre of personnel from HQ and regions that make up the bulk of the NRT. Responsibility for ensuring the NRT system is prepared and able to respond rests with the Director, Environmental Response.

An essential premise of the NRT system is the cascading of pollution counter-measures equipment and other resources from unaffected regions or other countries to augment or support a response (e.g. according to the Canada-US Joint Marine Pollution Contingency Plan). CCG equipment is stationed at 63 sites across Canada with trained CCG responders at 13 depots. RO equipment is at 15 depots.

The polluter is responsible for the management of the response, with ROs providing the actual operational capability; CCG monitors and oversees such operations.

The CCG will assume the role of On-scene Commander when it has been determined that the polluter is unable or unwilling to manage the response, or when the polluter, having reached the limits of liability, declines to continue management of the response.

CCG also deals with spills beyond RO capabilities, offshore spills, and spills north of 60 degrees.

To provide an operational response the NRT system is designed to ensure the CCG On-scene Commander has the necessary support and resources. The NRT consists of:

- an incident command team to support the On-scene Commander;
- a regional support team to support and augment the CCG On-scene Commander and incident command team; and
- a NRT Co-ordinator to facilitate the augmenting of the regional response.

A National Marine Spill Response Exercise Program has been developed and is being refined.

CCG regional geographic areas of responsibility have their own Regional Contingency Chapter that translated policy direction into operational measures appropriate to that geographic area.

A Marine Chemical Emergency Response Regime is under development that will further define roles and responsibilities of government and the private sector in that connection.

Marine Search and Rescue (Major Marine Disaster Search and Rescue Contingency Plan)

In 1986 the federal government directed the establishment of a National Search and Rescue Program (NSP). The NSP is a co-operative effort by federal, provincial and municipal governments, along with private SAR organizations. Primary responsibility for provision of federal marine SAR services rest with the CCG; the Canadian Forces furnish the air element. CCG personnel work alongside the Canadian Forces at the three Rescue Co-ordination Centres (RCCs) at Halifax, Trenton and Victoria, and CCG also maintains Marine Rescue Centres at St. John's and Quebec City.

The Canadian area of responsibility for marine search and rescue is defined under International Maritime Organization agreements, and includes the Canadian waters of the Great Lakes and the St. Lawrence River system.

The federal government may be required to respond under extremely unfavourable weather and sea conditions to a marine disaster of such magnitude that augmentation of the normal SAR system becomes necessary. Examples are mass evacuation of an oil rig or rescue of survivors of a large passenger vessel in difficulty.

There is no fundamental distinction between a major maritime disaster and other marine distress incidents except in scale and thus the scope of the response required. While the SAR system is capable of providing adequate response to most incidents, at some point however a marine distress

could escalate to such a degree that vital support from other agencies is needed.

Because of the divers nature of marine activity in the various Search and Rescue Regions (SRRs) it is not possible to prepare a single, detailed national plan for response to major marine disasters. This plan is therefore general in nature; each SRR develops its own more specific regional contingency plans. The SRR commander shall command a major maritime disaster SAR response; he will normally appoint a search master. The search master shall be responsible for the co-ordination of the incident until its termination. The search master shall normally report to the SRR commander through the Officer in charge, RCC.

Speed and flexibility of response are essential. Primary SAR resources and vessels of opportunity can be expected to provide the initial response. Depending on the nature and magnitude of the incident, augmentation of these resources from other sources may be required. Such response must be pre-planned and be included in the plan in the form of single points of contact, agreed upon tasking/communications procedures, and capabilities.

A major marine disaster will likely require help from agencies not normally part of the SAR system. The plan shall identify such agencies in the SRR and reflect the development of liaison and agreements with them.

If a major marine disaster involves a large number of survivors, the requirement to set up one or more casualty reception points may arise. From there casualties will normally be turned over to the appropriate medical authorities; this may necessitate further SAR support in the form of aeromedical evacuation.

When it becomes apparent that a major marine incident is happening, on-duty personnel will call in additional personnel to meet the requirements of the search mission co-ordinator organization until a search master is appointed. The search master, along with appropriate staff, may be detached from the RCC to a more suitable location for which to co-ordinate the extraordinary response that may be called for.

Response to major marine disasters will be supported initially by the normal SAR system. As requirements become known that system will be supported by all available and suitable agencies and resources. As in other SAR incidents Canadian Forces commands and Fisheries and Oceans Canada regions may be requested to furnish additional primary or secondary SAR resources.

All federal departments, by government direction, are committed to respond to marine SAR incidents when available and capable. The SRR commander shall ensure current lists of key personnel in relevant federal and provincial agencies are available to RCC controllers. Resources of other nations, in particular the US Coast Guard, may be available to assist.

EMERGENCY SUPPORT FUNCTION: HAZARDOUS MATERIALS

Primary Department: Environment Canada

Support Departments:

Agriculture and Agri-Food Canada
Department of National Defence
Fisheries and Oceans Canada
Health Canada
Indian and Northern Affairs Canada
Industry Canada (Telecommunications)
Parks Canada Agency
Provincial Ministries of Environment
Public Works and Government Services Canada
Transport Canada

INTRODUCTION

General

Disasters have the potential simultaneously to produce many hazardous material (HazMat) releases onto land, into air, and into the waters of the marine and the non-marine environment. Numerous facilities that produce, use or store HazMats could be severely damaged. Normal HazMat control and clean-up operations could be rendered inoperative and/or become overwhelmed. HazMats in transit may be involved in highway, waterway, or rail incidents that could cause widespread simultaneous releases.

Purpose

The purpose of this Emergency Support Function is to describe the role and involvement of Environment Canada in the provision of support to federal, provincial and non-government response/relief agencies in order to reduce or prevent loss of life, damage to property and adverse impacts on environment and human health, following a catastrophic disaster.

Scope

The responsibility for responding to the effects of an emergency rests with the municipality and province, except for specific instances of federal jurisdiction. Environment Canada's involvement will be primarily supplementary and complementary to provincial efforts, and be limited to matters pertaining to the release of HazMats.

Environment Canada deals with:

- response to HazMat releases in areas of federal jurisdiction;
- joint federal/provincial responses to HazMat releases within their respective jurisdictions; and
- co-ordination and provision of technical and scientific assistance with respect to HazMats for other federal departments and agencies, provincial and municipal governments, and non-government organizations.

ASSUMPTIONS

- Local and provincial authorities will suffer sufficient losses that will cause them to ask for federal government assistance. They will lack adequate resources to cope with the mitigation, assessment, clean-up and disposal of HazMat releases.
- There will be numerous HazMat releases (some immediate, some delayed) occurring over a large area, both on land and into coastal waters.
- Normal telecommunications will be disrupted as will surface transportation.
- The regional and district office resources of Environment Canada will be severely diminished by the event and assistance will be required from the other regions and the national headquarters.
- There may be extensive loss of life, property damage and negative impact on the environment.
- The National Support Plan will be implemented by OCIPEP.

POLICY AND LEGISLATION

Under the *Emergencies Preparedness Act,* Federal Ministers are responsible for developing civil emergency plans in their areas of responsibility. In the case of Environment Canada, the Minister is responsible for developing and maintaining civil emergency plans covering, among others the identification, assessment and mitigation of environmental hazards and their associated risks.

The detailed responsibilities are listed in the Federal Policy for Emergencies approved in 1995. In addition to the responsibilities assigned in emergency legislation, Environment Canada will continue to exercise its responsibilities related to the environmental emergencies provisions of the *Fisheries Act, , Canadian Environmental Protection Act, 1999, Migratory Birds Convention Act* and other legislation such as the *Canada Shipping Act* and the *Transportation of Dangerous Goods Act*, as

appropriate.

The details of Environment Canada's policy, the scope of departmental responsibility, organization and operational procedures in emergencies are described in the National Environmental Emergencies Contingency Plan and the Regional Plans.

Guiding Principles-HazMats

The clean-up of HazMats released into the environment is the responsibility of the individual or organization which had the materials under its ownership, management or control prior to the release. Without exception, even releases inadvertently caused by catastrophic events must be handled in a similar fashion. Costs incurred for clean-up efforts and the related actions required to return the environment to its original state are recoverable from the originator of the release as per the polluter pays principle, which is an accepted principle in all jurisdictions.

Officers of government agencies take direct action in mitigating HazMat releases when:

- The owner or controller of the HazMat does not initiate remedial measures;
- The owner or controller of the HazMat does not have the capability of providing remedial measures; or
- The officer recognises that inadequate measures are being taken by the owner or controller.

Environment Canada may take the lead responsibility for HazMat release mitigation when:

- Releases are from land-to-marine waters;
- Releases are on federal lands;
- Transboundary incidents (international and interprovincial) take place.

Environment Canada generally takes a resource support role for:

- Marine releases from ships for which the Canadian Coast Guard is the lead agency;
- any other releases for which another government department, a province or municipality, is the lead agency.

CONCEPT OF OPERATIONS

As soon as the National Support Plan is implemented by OCIPEP, Environment Canada will begin mobilizing its resources at the national headquarters and in the affected Region. At headquarters the effort will be led by the ADM Environmental Protection Service and in the Region it will be led by the Regional Director General.

ADM Environmental Protection Service will call for the formation of the headquarters – Senior Management Environmental Emergencies Team. The team will have representatives from each of the Environment Canada Services, as required. The Director General of the National Programs Directorate will provide support to the team and act as an alternate for ADM Environmental Protection Service, who chairs the team. Included in the membership of this team will be the Director, Environmental Emergencies Branch who heads up the Headquarters Incident Team.

In the Region, the Regional Director General will chair the Regional Management Team. In the team there will be representation from all Services of Environment Canada in the Region, as required. The Regional Director General will be assisted by the Regional Director Environmental Protection Branch and the Incident Manager, a role generally assigned to the Regional Environmental Emergencies Co-ordinator.

The headquarters team will oversee and direct Environment Canada's support efforts during the emergency's aftermath. It will ensure a co-ordinated effort with the regional staff to minimize overlaps/conflicts. It will co-ordinate the redeployment of resources from various Environment Canada*s Regions. In addition, it will arrange for financial resources and provide information to the Minister/Deputy Minister and lead agency responsible for communications with responders, the media and the public. Liasing with other departments will be essential, as well as providing members to any committees and groups established as a result of the implementation of the National Support Plan by OCIPEP.

Experts comprising environmental emergencies specialists (Regional Environmental Emergencies Co-ordinators and associated staff) would be mobilized and dispatched to sites requiring attention, consistent with the Regional Environmental Emergencies Team concept. Each Regional Director General may be required to contribute resources to the support effort. Such support will be forthcoming with the provision that each region maintains adequate response capability within that region to respond to the eventuality of local emergencies. The Director Environmental Emergencies Branch will monitor the evolving situation and will recommend to the ADM Environmental Protection Service the formation of such teams.

The ADM Environmental Protection Service, upon consultation with the Directors General of the unaffected Regions, will ask for the deployment of an appropriate number of specialists. The exact expertise and number of the teams will depend on the nature and number of environmental emergencies, as well as the status of the donor regions. Once dispatched, specialists would be directed by the Regional Director General charged with managing the emergency.
The Environmental Technology Centre, located in Ottawa, and the Quebec Region have Scientific

Support Teams with specialized resources, equipment and procedures for monitoring and mitigating the effects of HazMat releases. Much of this equipment is unique and not available elsewhere in Canada. This equipment and specialized staff will be sent to appropriate areas to assist in the mitigation efforts.

RESOURCES

The resource requirements to the response will depend upon the severity of the emergency. The nature of Environment Canada response will evolve with the understanding of the impact and the demands put on the department by the emergency and available resources of the private (polluters) sector and the local and provincial governments. Environment Canada's staff is committed to provide support as outlined in the National Environmental Emergencies Contingency Plan and the Regional Plans.

RESPONSIBILITIES

Primary Department (Environment Canada)

The Regional Director General will provide these services after determining and restoring somewhat the regional ability to conduct business as appropriate.

Hazardous Materials

- Establish communications with the Provincial Emergency Measures Organization and the National Environmental Emergencies Centre at Headquarters.

- Assist in assessing the situation, including the nature, amount and location of real or potential HazMat releases, pathways to human and environmental exposure, probable direction, medium (air, water, soil) and time of travel of the materials, potential impact on human health, safety and environment, availability, location and types of response resources, clean-up services and priorities for protecting human health, welfare and the environment.

- Co-ordinate, integrate, and manage the federal effort to detect, identify, contain, clean-up or dispose of, to minimize HazMat releases or minimize the threat of potential releases.

- Maintain close contact with provincial co-ordination groups, Headquarters Incident Team and other federal support groups in the region as required.

- Provide administration facilities, communications and personnel support.

- Provide damage reports and assessments to the Provincial Emergency Measures Organization, National Environmental Emergencies Centre and any other response group that may be established.

- Co-ordinate scientific support for responses in federal, coastal, and marine areas, including assessments of the hazards that may be involved.

- Provide sensitivity maps and data of coastal areas.

- Provide assistance and expertise in fish and wildlife species, and other biological natural resources, including wildlife habitats and fish hatcheries.

- Provide advice on migratory wildlife matters.

- Provide guidance and arrange for the establishment of facilities and personnel for the cleaning of oiled birds and other animals affected by HazMat releases.

- Provide any scientific support/recommendation, etc., which falls within the competence of Environment Canada at the request of the province.

EMERGENCY SUPPORT FUNCTION: HEALTH AND SOCIAL SERVICES

Primary Department: Health Canada

Support Organizations:

Adventist Disaster Relief Agency
Agriculture and Agri-Food Canada
Canadian Blood Services
Department of National Defence
Mennonite Disaster Services
Provincial Ministries of Health
Provincial Ministries of Social Services
Canadian Red Cross
Public Works and Government Services Canada
Salvation Army
St. John Ambulance
Transport Canada

INTRODUCTION

General

A catastrophic natural disaster may generate an emergency that will overwhelm provincial public health, emergency health and emergency social services. Health Canada, through the Centre for Emergency Preparedness and Response will co-ordinate the public health, emergency health and social services assistance requested by the affected Province from the remainder of the country. This assistance will be provided by Health Canada, Provincial ministries of health and social services, non-government organizations active in emergency health and social services and from the private sector.

Purpose

The purpose of the Emergency Support Function (ESF) is co-ordination of the provision of national public health, emergency health and emergency social services resources to the affected Province(s) as requested.

Scope

The scope of this Emergency Support Function applies to all federal, provincial, non-government organizations and private health and social services resources in Canada and internationally which may be required to respond to a request for provincial assistance.

The non-government organizations include (but are not limited to) the St. John Ambulance,

Salvation Army, Mennonite Disaster Services, Canadian Red Cross, Canadian Blood Services and Adventist Development and Relief Agency.

Emergency Health includes: public health, medical care, environmental health, medical equipment, pharmaceuticals and health care personnel.

Emergency Social Services includes: clothing, lodging, food, registration and inquiry, personal services, reception centre management and social services personnel.

PLANNING ASSUMPTIONS

This Emergency Support Function will complement provincial plans for public health, emergency health and emergency social services.

The regional Health Canada resources could be severely diminished by the emergency and will give first priority to the safety of its own personnel and the restoration of its programs according to Departmental priorities. After these actions, and insofar as they are able, Health Canada staff will provide assistance to their provincial counterparts as applicable and if requested.

Depending on the nature of the emergency, there may be extensive casualties. The emergency could cause severe damage to residences, schools, hospitals, long-term care facilities and other parts of the health infrastructure. As well, the health responders may have suffered casualties and the community "life lines" of water, sewer, electricity and gas will have been disrupted. In addition, transportation and communications lines may have been cut and hazardous materials spills will be extensive.

POLICY AND LEGISLATION

Health Canada will respond according to Departmental Emergency Preparedness Policy and the Departmental Emergency Plan as approved by the Deputy Minister. Legislation employed may include the *Department of Health Act,* the *Food and Drugs Act* and the *Quarantine Act* among others.

CONCEPT OF OPERATIONS

Co-ordination

Upon activation of the National Support Plan, Health Canada will assign designated staff to the National Support Centre. The Health Canada Departmental Plan and Emergency Operations Centre will be activated. The Centre for Emergency Preparedness and Response is the lead organization for co-ordinating the Departmental response to the Emergency. The Centre for Emergency Preparedness and Response is led by an Executive Director who, in an emergency reports directly to the Deputy Minister. As Health Canada offices in the affected province may be overwhelmed by the disaster, other elements of the Department may be called upon to support the Departmental programs delivered in that province.

The public health, emergency health and emergency social services organizations of other provinces are key components of the total capacity to assist the affected province. They will be alerted and asked to assist in response to requests for resources from the affected province.

Several Non-Government Organizations (NGOs) are essential partners in these arrangements. Health Canada will co-ordinate assistance from the NGOs through their national headquarters.

Requests for assistance will be directed from the affected province either to the National Support Centre on the Office of Critical Infrastructure Protection and Emergency Preparedness network or to Health Canada directly through the networks established with provincial counterparts. The method chosen will depend on operational requirements in the disaster area. Requests will be monitored on both networks to ensure there is no duplication of requests.

Activation

The Centre for Emergency Preparedness and Response provides a single window for contacting and alerting the Department and this Emergency Health and Social Services Function on a 24 hour/7 day basis. Upon notification from the Office of Critical Infrastructure Protection and Emergency Preparedness, the Duty Officer will activate the alert procedures to notify the response team.

Resources

The potential resources available to a catastrophic emergency are varied and far reaching. For Health Canada they include the National Emergency Services Stockpile and the health and scientific expertise available from employees and laboratories. In addition there are the resources which may be drawn from the Non-Government Organizations and the provinces. As well, the private sector is able to provide medical, pharmaceutical and social services resources.

RESPONSIBILITIES

Primary Department

- co-ordinate the response to requests for public health, emergency health and emergency social services resources from the affected Province;
- identify, procure and arrange for delivery of medical supplies, equipment and pharmaceuticals including the release and distribution of resources from the National Emergency Services Stockpile;
- arrange for health professionals;
- arrange for licenses for health professionals deployed to the affected province;
- arrange for social services personnel;
- ensure social services needs are met (emergency lodging, clothing, food, registration and inquiry and personal services) as requested by the Province/affected area;
- public health advice, risk assessment and laboratory services in the following areas:

- hazardous materials spills and releases/environmental health;
- safety standards for food and drinking water;
- safety of drugs, radio-pharmaceuticals, blood and blood products, biologics and medical devices; and,
- identification, investigation, prevention, surveillance and control of human diseases.
- enacting provisions of the Quarantine Act;
- providing environmental health services to federal clients;
- provide advice and assistance on native health; and
- facilitate the transportation and hospitalisation out of province of the sick and injured, as required.

SUPPORTING ORGANIZATIONS

- Agriculture and Agri-Food Canada: for food and potable water, and together with Canadian Food Inspection Agency, for food inspection, sampling and analysis;
- Department of National Defence: for the logistics system, if implemented;
- Public Works and Government Services Canada: for procurement assistance;
- Transport Canada: for logistics co-ordination with Department of National Defence.

Provincial Ministries of Health and Social Services

- public health resources as required;
- emergency medical/health resources as required;
- emergency social services resources as applicable;
- receiving patients as required; and
- receiving disaster victims as required.
-

Non-Government Organizations

Non-Government Organizations are able to provide extensive resources, such as (but not limited to):

- Adventist Disaster Relief Agency: management and warehousing of donations in kind;
- Canadian Blood Services; blood and blood products;
- Canadian Red Cross: registration and inquiry and other emergency social services;
- Mennonite Disaster Service: post-disaster recovery;
- Salvation Army: personal services, food services, lodging and clothing services; and
- St. John Ambulance: first aid.

EMERGENCY SUPPORT FUNCTION: HEAVY URBAN SEARCH AND RESCUE

Primary Department: Office of Critical Infrastructure Protection and Emergency Preparedness/Department of National Defence

Support Departments/Agencies:

Agriculture and Agri-Food Canada
Canada Customs and Revenue Agency
Canadian International Development Agency
Department of National Defence
Foreign Affairs and International Trade
Health Canada

INTRODUCTION:

General

A catastrophic emergency may create a need for Heavy Urban Search and Rescue (HUSAR) response, if the collapse of large structures is involved. Local first responders may be fully committed trying to respond to the emergency, the import of specialized resources may therefore be required.

Purpose

The Emergency Support Function (ESF) for Heavy Urban Search and Rescue is to co-ordinate the provision of national and international HUSAR resources, within the context of the other activities of the National Support Centre, to support provincial response efforts.

Scope

This ESF will include national and international HUSAR resources. The ESF aims to co-ordinate the requests for and offers of assistance, as well as the provision of these resources to the disaster area.

PLANNING ASSUMPTIONS

A catastrophic emergency may result in a massive and urgent demand for HUSAR resources. The responsibility for HUSAR response would fall on municipal first responders. The capability of first responders to take action may be limited by casualties within their organization or damage to their buildings and/or equipment.

The decision to activate and deploy a HUSAR team does not rest with the OCIPEP. The decision rests with the municipal authorities of the HUSAR teams available for deployment. A OCIPEP co-

ordinated approach will be used to ensure appropriate response, and to reduce the possibility of unnecessary HUSAR team deployment. HUSAR assistance from other countries and internationally deployable teams, particularly from he USA should be anticipated in the event of a severe disaster.

POLICIES AND LEGISLATION

Municipal authorities of Canadian HUSAR teams must ensure that local policies, bylaws and provincial legislation do not prevent deployment outside their jurisdictions.

Special policies and legislation are not required at the national level for co-ordination of this Emergency Support Function.

CONCEPT OF OPERATIONS

The affected province and the affected municipal authorities will co-ordinate HUSAR operations.

The HUSAR response may be divided into three phases:

1. Alert Phase
2. Deployment Phase
3. Post-Deployment Phase

The phases may be defined as follows:

Alert Phase

Upon activation of the National Support Centre, deployable HUSAR teams and their municipal authorities will be advised by the National Support Centre that an emergency has occurred, that the National Support Centre has been activated, and that a request may be made for the team to deploy to the disaster area. Teams will be requested to put themselves on alert status. ***(NOTE: Teams will have to identify an emergency contact arrangement for the National Support Centre.)***

A formal request for anticipatory deployment will be forwarded to the host provinces/territories through OCIPEP's Regional Directors. ***(NOTE: Formal request procedures to provinces\territories on this ESF are no different from general response/support arrangements currently in place.)***

With the requirement to bring HUSAR resources to bear as soon as possible, a request for assistance from an affected province, and an alert to HUSAR teams and their municipal authorities may occur outside of the process of activation and implementation of the National Support Centre and the Framework.

Deployment Phase

The decision to deploy HUSAR teams will be made in consultation with the affected province.

Individual HUSAR team managers (and designated alternate) are the sole people responsible for the safety and internal management of their teams and for liaison with municipal and provincial authorities. In the event of multiple team deployment a HUSAR Operations Support Centre may be required to serve as a liaison between the HUSAR teams and municipal and provincial authorities.

Post-Deployment Phase

The decision to stand-down and return a HUSAR team to its home jurisdiction will be taken jointly by the affected jurisdiction and province based on input from the individual team and its municipal authority. The decision to stand down all HUSAR teams will be taken jointly by the affected jurisdictions and province, with input from deployed HUSAR teams.

FINANCIAL RESOURCES

The cost of deployment of a HUSAR team will be funded on the same basis as any other expense incurred during the response to an emergency.

RESPONSIBILITIES

Office of Critical Infrastructure Protection and Emergency Preparedness will:

- respond to requests for HUSAR resources from the affected province;
- co-ordinate and facilitate the alerting, deployment and return of HUSAR resources located in other provinces/territories; and
- respond to offers of assistance of HUSAR resources from the international community.

Health Canada will:

- facilitate the temporary registration, licensing, liability insurance and worker's compensation arrangements for out of province or international medical members of the HUSAR teams.

Foreign Affairs and International Trade will:

- respond to and pass on any offers of international assistance to the Office of Critical Infrastructure Protection and Emergency Preparedness;
- facilitate the arrival of any international HUSAR teams; and
- provide any liaison required with international organizations such as the United Nations Department of Humanitarian Assistance (which provides the secretariat support to the International Search and Rescue Advisory Group).

Canada Customs and Revenue Agency will:

- facilitate the entrance of international HUSAR teams and their equipment into Canada.

Agriculture and Agri-Food Canada will:

- facilitate the clearance for entry of search and rescue dogs into Canada.

EMERGENCY SUPPORT FUNCTION: HUMAN RESOURCES

Primary Department: Human Resources Development Canada (HRDC)

Support Departments:

Citizenship and Immigration Canada
Department of National Defence
Justice Canada
Office of Critical Infrastructure Protection and Emergency Preparedness
Public Works and Government Services Canada Industry Canada
Transport Canada

INTRODUCTION

General

In a catastrophic public welfare emergency, by definition, the response will be beyond the capability of the province(s) and/or territory(ies) affected. Such an emergency may create a need for a large amount of skilled and unskilled labour to be made available to assist in the immediate response efforts. Moreover, financial compensation to Canadians must be assured, and federally legislated and regulated labour practices and standards may have to be visited.

Purpose

The purpose of this Emergency Support Function (ESF) is to:

a. ensure the continued provision of financial compensation and benefits to Canadians, administered by HRDC;

b. monitor, enforce or adjust as appropriate, the application of federal legislation, regulations and standards, pertinent to labour, occupational Health and Safety affecting federally-regulated organizations and responders; and

c. facilitate, co-ordinate and locate, in partnership with provincial, territorial, regional and municipal authorities, the provision of human resources to the effected area(s) immediately following a catastrophic emergency.

Scope

This Emergency Support Function will include, in conjunction with provincial, regional and municipal authorities, the provision of skilled and unskilled labour. The Emergency Support Function aims to co-ordinate the requests for, and offers of, the provision of resources to the effected area(s). It also seeks to ensure the continued delivery of benefits administered by Human

Resources Development Canada.

PLANNING ASSUMPTIONS

It is assumed that some elements of the Human Resources Development Canada regional organizations, effected by a catastrophic disaster, will survive. Regional personnel will be dedicated, in the first instance, to ensuring the safety and security of their immediate families, and in the second instance, apply business resumption plans to resume Human Resources Development Canada programs, services and operations.

It is difficult to determine the number and required skilled and unskilled resources that may be required to respond to a catastrophic disaster, however, it is believed that a wide spectrum of such resources will be required. As the human resources in the affected area (municipality and province/territory) are assumed to be engaged by the province, the resources referred to above will, for the most part, come from outside the affected area; either from other provinces, territories or other countries.

In all probability, communication within the affected area(s) will be limited, perhaps only one or two satellite communication links. These limited links will necessitate having most communications with the region, flow through the Government Emergency Operations Co-ordination Centre located at the Office of Critical Infrastructure Protection and Emergency Preparedness, and the Business Management Centre located at Phase IV, Place du Portage, 140 Promenade du Portage, Hull, Quebec.

POLICIES AND LEGISLATION

It is the intention of Human Resources Development Canada to develop and test emergency support plans in accordance with the *Emergency Preparedness Act* of 1988 and the Emergencies Act of 1988.

CONCEPT OF OPERATIONS

Control of Emergency Response

Response operations will be controlled by the affected province(s)/territory(ies) and municipal authorities.

Priorities

Priorities will be established by the affected province(s)/territory (ies) in consultation with the Federal Co-ordination Officer at the provincial response centre. Human Resources Development Canada will be advised of the priorities by the Federal Support Team.

Licensing

The requesting authority is responsible for ensuring that provincial/territorial authority has been given for the appropriate licensing of assigned personnel.

Departmental Priorisation of Tasks

Response to the emergency and implementation of this plan will take precedence over all other work of the department during the immediate response phase; except for the continued provision of financial compensation and Labour activities. The provision of human resources will be conducted using the most appropriate methods. Normal procedures may have to be modified in order to accomplish urgent work promptly.

Emergency Support Function for Human Resources:

This Emergency Support Function involves identifying, locating and providing required human resources during the immediate response phase, expediting financial compensation payments and other benefits to affected workers and employers, and managing labour standards for federal employees and responders.

Exemptions

The provision of compensation, transportation, housing, clothing, feeding, cross-border clearance for foreign workers and other support for workers is **NOT** within the mandate or authority of Human Resources Development Canada. These remain the responsibility of the requesting agency. Support to this Emergency Support Function will be provided by National Defence, Transport Canada, Public Works and Government Services Canada, Industry Canada, Citizenship and Immigration Canada, and the Office of Critical Infrastructure Protection and Emergency Preparedness.

Special Authorities

Should legislative authority be required, documentation will be prepared to direct qualified workers to respond to the emergency by the lead responding Agency of primary interest.

RESOURCES

Human Resources

Program areas at National Headquarters and Regional Headquarters may be expected to provide staff as Duty Officers to work in their respective Emergency Operations Centres and may be asked to provide personnel to work in the affected area. In addition, National Headquarters Human Resources Development Canada may be required to provide staff to work at the National Support Centre located in the National Capital Region.

Transportation

Arrangements for the transportation of Human Resources Development Canada personnel

and resources to the affected area will be made through the Logistics Operations Management System, co-ordinated by the Department of National Defence.

Financial

Existing systems, authorities and procedures for financial control, contracting, etc., will apply. Reimbursement for extraordinary expenditures will be made in accordance with the Guidelines Concerning Expenditures in Emergency Situations as currently approved by TB778820 or subsequent amendment(s).

EMERGENCY SUPPORT FUNCTION: INTERNATIONAL

Primary Department: Department of Foreign Affairs and International Trade

Support Departments:

Atomic Energy Canada
Canada Customs and Revenue Agency
Canadian International Development Agency
Canadian Security & Intelligence Service
Citizenship and Immigration Canada
Department of National Defence
Health Canada
Royal Canadian Mounted Police
Solicitor General
Transport Canada
Transportation Safety Board

Non-Government Agencies:

Canadian and International Red Cross
United Nations
Various International Aid and Humanitarian Organizations

Foreign Governments:

Australia
New Zealand
United Kingdom
United States
Others

Central Agencies:

Privy Council Office
Treasury Board

INTRODUCTION

General

The Department of Foreign Affairs and International Trade (DFAIT) has, as part of its mandate, the responsibility for the safety and security of Canadians and Canadian interests abroad. Crisis situations can occur anywhere in the world and impact Canadians travelling or residing abroad. The

Department and its 250 points of service in 160 countries around the world must be prepared for emergencies arising from natural and human caused disasters of all kinds.

DFAIT has co-operation agreements (formal and informal) with foreign governments to facilitate access to and co-ordination of consular and mission emergency contingency and evacuation planning. The department works closely with the office of the United Nations Security Co-ordinator.

The Department of Foreign Affairs has developed a concept of emergency services and associated plans, and procedures to ensure effective and efficient services to Canadians abroad through its missions in other countries and units in Ottawa. The concept includes various telecommunications facilities, international co-operative arrangements, and close co-operation with a variety of other Canadian government units.

Purpose

This document describes the concept of operations enabling the effective mobilization and use of Canadian government, foreign government, and/or international organization assets and resources to mitigate the effects of an emergency/crisis abroad affecting Canadians and Canadian interests during the response phase.

Scope

The scope of this Emergency Support Function applies to all federally regulated resources and international resources requested or offered to respond to critical situations outside of Canada.

ASSUMPTIONS

During a major emergency, the response will be beyond the capability of the foreign government to ensure the safety and security of Canadian citizens and Canadian interests outside Canada.

DFAIT's enhanced telecommunications system is sufficiently robust to meet departmental requirements during an emergency situation.

Each Canadian mission overseas, except those in the U.S.A., Western Europe, Australia and New Zealand, is responsible for the development and maintenance of an individual Consular and Mission Emergency Contingency Plans for the country to which it is accredited.

POLICIES AND LEGISLATION

DFAIT policy is in accordance with the Department's mandate for the provision of assistance to Canadians and Canadian interests abroad by ensuring the readiness of headquarters and missions. The department develops and tests emergency support plans for all types of emergencies and is actively involved with Department of National Defence, Solicitor General and OGDs, as appropriate, in disaster exercises.

DFAIT is responsible for developing and maintaining a range of bilateral and multilateral agreements with foreign governments and international organizations which establish methods and means of assistance and cooperation in various emergency situations in Canada and abroad.

CONCEPT OF OPERATIONS

Co-ordination

The Department of Foreign Affairs is responsible for co-ordinating and facilitating a Canadian government response for assistance in dealing with the effects of an emergency situation outside of Canada. The initial response will be to determine the scope and impact of a crisis situation. Then efforts are undertaken to bring together the appropriate resources to support the Canadian government's response. In the process, consultations are carried out with foreign governments, non-government organizations and international organizations operating in the country in crisis, and other government departments to ensure all sources of information and assistance are available to put into effect appropriate plans and operations.

In a large scale emergency abroad, the Deputy Minister will convene a Crisis Management Committee. The DFAIT Operations Center will support the Department's Crisis Management Committee and an Operational Task Force. DFAIT is also a designated department under the National Counter-Terrorism Plan, and the Federal Nuclear Emergency Plan.

A DFAIT Operational Task Force, possibly involving other government departments, is responsible for co-ordinating management of the Canadian Government's response to any significant emergency situation abroad, possessing a specific Canadian dimension. The Task Force is responsible for information gathering, analysis, dissemination and co-ordination as well as making recommendations to the Crisis Management Committee

Consular Emergency Contingency Plans

Each Consular and Mission Emergency Contingency Plan for the country to which it is accredited, includes appropriate liaison arrangements with other countries, non-governmental organizations, the United Nations and those Canadian companies and organizations operating in the area. The purpose of these plans is to assist visiting and resident Canadians, including Canadian government employees, during an emergency and/or crisis situations. In some instances, the plans include designated nationals of other countries.

Shared knowledge and understanding of available facilities and resources contribute substantially towards mutual efforts to plan and cope with various emergency situations. Currently each new or revised Canadian diplomatic mission Consular Emergency Contingency Plan is based on the use of a newly developed generic and standardized universal Consular Emergency Contingency Plan through the use of a consular specific software program accessible to all Canadian missions abroad

by means of the Department's global communications network.

Mission Emergency Contingency Plans

Despite measures to protect them, Canadian government assets and employees and their dependents abroad may be at risk. It is the aim of the Department to take whatever realistic, reasonable and prudent measures are possible, in view of the perceived threat, to protect its employees and its assets. The Personal Safety Program reflects this desire to provide safe working conditions while at the same time minimizing their risks to Canada-based staff (CBS) and their families abroad.

These measures are implemented through co-operation with host governments, the briefing and training of staff, and the use of available physical and human resources. Protective equipment and installations, as well as contingency plans for dealing with emergencies abroad e.g. terrorists acts, crime, or natural or environmental disasters) are required in order to reduce the risks to employees and their dependents and to the Canadian government's information and assets.

Alert/Notification

DFAIT headquarters maintains a 24/7 emergency response service through its Operations Centre. This Centre has: secure and non-secure telecommunications with Canadian missions abroad and other federal government department headquarters operations centres; direct access to foreign government and international organization emergency operations centres; and immediate direct computer access monitoring of Canadian and international media wire service terminals. Upon notification by Operations Centre officers of an emergency, or emerging crisis situation, the first designated officer alerted will initiate an inter- and/or intra-departmental notification of the situation.

RESOURCES

General

The resource requirements (money, personnel, equipment/assets and facilities) committed to the response will be contingent on the severity and nature of the emergency and will evolve with the understanding of the impact and demands put on the DFAIT. DFAIT headquarters and mission personnel are committed to support the Operational Task Force with appropriate staff to manage crisis issues that fall within the mandate of the Department.

Assured Telecommunications

DFAIT attempts to utilize the concept of an "assured telecommunications" for communications between Ottawa, each mission and the resident Canadian community that may be experiencing an actual or impending emergency situation. This system incorporates the use of portable satellite telecommunications units as a backup to normal DFAIT/Mission communications networks. In addition, DFAIT has deployed a limited number of radio assisted networks based on short range UBF or VBF handheld radios to communicate with Canadian communities throughout the country (outside the capital), and with foreign governments, companies and international organizations with

similar radio communication systems.

RESPONSIBILITIES: PRIMARY DEPARTMENT

- The safety and security of Canadian citizens abroad and the protection of Canadian interests abroad.

- The timely repatriation of and/or other services to Canadians, including public servants and their dependents in endangered areas abroad. In some instances such services are provided to selected other persons.

- The provision of timely advice and recommendations to the Governor in Council:

  a. on the possibility of international events leading to a civil emergency in Canada;

  b. on the international implications of a civil emergency in Canada;

  c. on appropriate Canadian Government responses to requests for assistance from foreign governments, and offers of assistance from foreign governments; and

  d. in collaboration with the Department of National Defence when appropriate, on an appropriate response by the Government of Canada to emergencies that occur outside Canada.

- The adaptation of import and export control policy with respect to actual or imminent emergencies.

With respect to preparedness to deal with national emergencies, the department is also responsible for developing and maintaining civil emergency plans for the control and regulation, in consultation with appropriate sectoral resource departments and through the collaborative enforcement of the Canada Customs and Revenue Agency (Customs Control), of external trade in raw materiels and manufactured goods.

Support Departments

Roles are to be discussed with each individual department or Agency.

Atomic Energy Canada
Canada Customs and Revenue Agency
Canadian International Development Agency
Canadian Security & Intelligence Service
Citizenship and Immigration Canada
Department of National Defence
Health Canada
Royal Canadian Mounted Police
Solicitor General
Transport Canada
Transportation Safety Board

EMERGENCY SUPPORT FUNCTION: LOGISTICS OPERATIONS MANAGEMENT SYSTEM (LOMS)

Lead: Department of National Defence

Collateral Departments/Agencies:

Agriculture and Agri-Food Canada
Canadian Customs and Revenue Agency
Foreign Affairs and International Trade Canada
Health Canada
Public Works and Government Services Canada
Transport Canada

INTRODUCTION

General:

In response to emergencies, numerous agencies may have a requirement to move personnel or material into an affected province. Although the affected province may be able to identify the resources required that are beyond their own means to provide, they may be unable to co-ordinate the collection and movement of those externally provided resources into their province. These relief resources will normally come from a number of government sources at varying levels as well as non-governmental organizations.

Purpose:

The purpose of the Logistics Operations Management System (LOMS) is to provide a distribution management system for all material and personnel, requested by Provincial Authorities and provided by Federal Government Departments, non-affected Provincial/Municipal agencies and Non-Governmental Organizations (collectively referred to as Providing Agencies).

Scope:

The division of responsibilities is as follows:

a. LOMS will be responsible for movements from a LOMS designated Staging Area to an Advanced Holding Zone mutually agreed upon by LOMS and the Receiving Province;

b. Movement to a Staging Area is the responsibility of the Providing Agency(s); and

c. Movements forward from an Advanced Holding Zone, in the Receiving Province, is the responsibility of the Receiving Province. Any Federal Government assistance in this regard will be provided from Federal resources deployed on a regional basis, such as

Canadian Forces Regional Task Force Commanders, following normally established regional channels of communications.

Planning Assumptions:

Emergency situations could produce a requirement to support two or more provinces concurrently.

LOMS will not be used for pre-positioning of materiel or personnel before the emergency nor will LOMS be used to return personnel or materiel following an emergency, however, LOMS will provide copies of movements records to provincial and/or federal officials to assist in determining what has to be returned.

LOMS does not commit Department of National Defence transport resources for the movement of personnel or materiel, but simply the management system to control shipments and source the transport resources required.

Although non-federal Government Providing Agencies may move relief materiel or personnel into an affected province utilizing their own or procured transportation resources, their activities should be co-ordinated with the LOMS Movement Control Centre so that the most efficient use can be made of what may be limited transportation assets and bottle necks are not created at entry points into the area affected by the crisis.

In the event of a major catastrophe, such as a major earthquake in British Columbia, or an emergency in an isolated location, transport into the affected area may be restricted to just airlift and or a single road or rail line. In this type of situation, LOMS may be required to co-ordinate all movement into the affected area.

LOMS may be activated prior to the implementation of the NSP. In this instance, the role of the LOMS cell of the COG will be carried out by the National Defence Logistics Co-ordination Centre at National Defence Headquarters.

Policies and Legislation:

Emergency Preparedness Act
National Defence Act

CONCEPT OF OPERATIONS

To ensure that all of those provinces affected are not competing for the same external resources and that national priorities can be addressed, all requests from the Receiving Province(s), for materiel or personnel resources from sources outside of their Province(s), should be made through the National Support Centre (NSC). Likewise, to ensure that support is contributed to the Province with the greatest need, providing Agencies wishing to be proactive in the provision of support materiel should also channel their offers of support through the NSC.

LOMS will consist of the following components:

a. **Receiving Provinces (or Territories)** will place demands on the Federal Government and will be the recipient of LOMS activity;

b. **Providing Agencies** will be the organizations contributing materiel/personnel to meet the demands of the Receiving Provinces;

c. The **LOMS Cell of the COG** will co-ordinate LOMS activities within the National Support Centre located at OCIPEP;

d. The **National Defence Movements Co-ordination Centre (NDMCC)** will be the Movement Control Centre for LOMS;

e. **Staging Areas** will accept materiel/personnel from Providing Agencies; and

f. **Advanced Holding Zones** will turn materiel/personnel over to Receiving Provinces. In most cases, the Advanced Holding Zones for a Receiving Province will be the point of entry into that province. Neither Staging Areas nor Advanced Holding Zones will be pre-designated, but will simply be named as the movement requirement is identified.

LOMS will provide:

a. a control system to track all requests until the requested materiel or personnel are delivered to the requesting province at the Advanced Holding Zone;

b. a database of materiel/personnel available from existing Federal Government stockpiles/agencies that may be used to satisfy Provincial requests;

c. a movement co-ordination and control system to source transportation resources and control the flow of materiel and personnel between the Staging Areas and Advanced Holding Zones;

d. personnel and equipment to operate/contract the operation of the Staging Areas and Advanced Holding Zones;

e. a system to provide in-transit visibility of all materiel and personnel being moved by the LOMS in order to locate materiel or personnel at any point within LOMS;

f. a system to account for the resources received from Providing Agencies and delivered to the Receiving Provinces; and

g. an accounting system to track the cost of LOMS and the transportation resources utilized.

In order to provide a control system to track requests and shipments, the LOMS cell of the COG will receive a copy of all requests from the Receiving Provinces, which may include requirements for both materiel and personnel. Materiel requests will be registered and given control numbers by the LOMS cell. The COG will investigate all possible governmental sources (Providing Agencies) from which the request can be sourced. If the required materiel cannot be provided from existing stocks (currently held in warehouses), PWGSC (COG Procurement) will investigate procurement at the national level. The results will then be presented to the COG, who will validate the request, provide a priority, request the designated Providing Agency to commit the requested resources and authorise the LOMS to move them in accordance with the priority assigned. Personnel requests will be actioned by applicable members of the COG and any resulting movement requirements will be passed to the LOMS Cell for action only after the numbers and providing agency have been determined.

To enhance the determination of providing agencies for materiel, the LOMS Cell will develop a database of existing materiel. The database should include as many source types as possible (ie. Federal Government Departments, Provincial Governments, NGOs, etc.); however, as a start, all Federal Departments will be canvassed and negotiations should commence to include other providers.

On receipt of the COG authorization, the information concerning the request will be passed to the LOMS Movement Control Centre (located within National Defence Headquarters) who will liaise with the Providing Agency for the shipment into the requesting Province. The Movement Control Centre will pass details of the shipment back to the LOMS cell of the COG who will in turn pass the information to the requesting Province.

Both Staging Areas and Advanced Holding Zones may be located on Canadian Forces Bases and if so will be operated by Canadian Forces personnel. Where they are located off Canadian Forces Bases, the Canadian Forces will arrange for in-house or procured resources to be deployed to that location.

Dependant on the nature and location of the emergency, Staging Areas for materiel or personnel will be located to facilitate a quick response to the situation.

On arrival of the materiel or personnel at a Staging Area, accounting and tracking will be accomplished utilizing Canadian Forces systems until hand over to provincial authorities takes place.

LOMS planning will establish a manual reporting system to track the cost of LOMS operations.

RESOURCES

It is anticipated that the Departments providing or procuring resources will initially fund those activities. Reimbursement of funds to cover these incremental costs will be based on the information gathered by LOMS from the various departments involved.

RESPONSIBILITIES

OCIPEP will provide the facilities for the LOMS Cell of the COG to include a connection to the Department of National Defence WAN, a separate position at the COG table with access to the COG SOFTRISK system, work space for the LOMS cell outside of the COG operations room with telephone and fax and storage for a LOMS Cell packup kit.

In accordance with ESF Transportation, **Transport Canada** will provide advice and information on the state of transportation systems, assist in the sourcing of transportation resources and facilitate the granting of operating licences/permits for foreign carriers to operate within Canada in support of LOMS. Transport Canada, as required, may provide personnel to assist in the operation of the Movement Control Centre.

In accordance with ESF Health and Social Services, **Health Canada** will provide ongoing liaison to NGOs within Canada to facilitate the building of the resource data base and procedural planning. During the time of an emergency, Health Canada will also be a Providing Agency and will co-ordinate the activities of the NGOs participating as Providing Agencies.

In accordance with ESF International, **Foreign Affairs and International Trade** will facilitate liaison with international sources of relief materiel or personnel.

Canada Customs and Revenue Agency will facilitate the customs clearance of any relief materiel arriving from outside of Canada.

In accordance with ESF Food and Agriculture, **Agriculture and Agri-Food Canada** will liaise with the **Canadian Food Inspection Agency** to facilitate the inspection and clearance into Canada of any food related relief materiels and as a providing agency, co-ordinate the collection of food and farm related feed for movement to a Staging Area.

In accordance with ESF Procurement Support, **Public Works and Government Services Canada** will act as a Providing Agency for any materiel procured by the Federal Government on behalf of a Province.

EMERGENCY SUPPORT FUNCTION: METEOROLOGY

Primary Department: Environment Canada

Support Departments:

Provincial Ministries of Environment

INTRODUCTION

General

Fires, floods due to dam ruptures, tsunami and concurrent extreme weather conditions all could impact adversely on the human population as well as wildlife and vegetation. Power failures, fuel shortages, equipment and human resource losses will contribute to a reduced response capability. Natural hazards, such as avalanches, earthquakes, and landslides, could further complicate response and support efforts.

Purpose

The purpose of this Emergency Support Function is to describe the role and involvement of Environment Canada in the provision of support to federal, provincial and non-government response/relief agencies in order to reduce or prevent loss of life, damage to property and adverse impacts on environment and human health, following a catastrophic disaster.

Scope

The responsibility for responding to the effects of an emergency rests with the municipality and province, except for specific instances of federal jurisdiction. Environment Canada's involvement will be primarily supplementary and complementary to provincial efforts, and be limited to matters pertaining to meteorology.

Environment Canada deals with the provision of meteorological and related services.

ASSUMPTIONS

- There may be extensive loss of life, property damage and negative impact on the environment.
- The National Support Plan will be implemented by OCIPEP.

POLICY AND LEGISLATION

Under the *Emergencies Preparedness Act,* Federal Ministers are responsible for developing civil emergency plans in their areas of responsibility. In the case of Environment Canada, the Minister is responsible for developing and maintaining civil emergency plans covering, among others conducting observations and forecasts and providing timely warnings with respect to weather, ice, sea-state and other physical phenomena.

The details of Environment Canada's policy, the scope of departmental responsibility, organization and operational procedures in emergencies are described in the National Environmental Emergencies Contingency Plan and the Regional Plans.

CONCEPT OF OPERATIONS

As soon as the National Support Plan is implemented by OCIPEP, Environment Canada will begin mobilizing its resources at the national headquarters and in the affected Region

The Meteorological Service of Canada provides crucial information pertaining to meteorology to all responders and to the general public through a network of regional offices that operate on a 24/7 basis. All response efforts will be affected by prevailing weather conditions and appropriate relief actions will be influenced and determined by weather forecasts, warnings and predictions of adverse conditions. In addition, the Atmospheric Environment Prediction Program of the Meteorological Service of Canada can provide forecasts of the movement of material released in the atmosphere through its Canadian Meteorological Centre which is located in Montreal and operates on a 24/7 basis.

ALERT/NOTIFICATION

The National Environmental Emergencies Centre located in the National Capital Region, and reporting to the Director Environmental Emergencies Branch, is the operational response co-ordination centre for the dissemination of information. The National Environmental Emergencies Centre provides the departmental conduit for alerting the minister and other departmental officials of environmental emergencies that may have an impact on the operation and policies of the Government of Canada. The regional offices and the Environmental Technology Centre provide information and advice to response personnel dealing with environmental emergencies. The National Environmental Emergencies Centre and any regional office can be reached 24 hours per day, 7 days per week.

The National Environmental Emergencies Centre will serve as the eyes and ears for the Senior Management Team, as well as provide and receive damage reports to and from other departments and agencies. The National Environmental Emergencies Centre will also ensure the control of two-way information flow between Environment Canada and other parties.

The Meteorological Service of Canada provides forecasts and/or warnings of possible weather-

related emergencies (storms, tornadoes, heavy rainfall or snowfall, high winds, drought conditions, etc.) and performs investigations of the aftermath of many of these meteorological phenomena. In addition, the Service provides vital support to the members of response teams dealing with a variety of emergencies, including environmental emergencies, earthquakes, forest fires, floods, and radiological releases.

RESOURCES

The resource requirements to the response will depend upon the severity of the emergency. Environment Canada's staff is committed to provide support as outlined in the National Environmental Emergencies Contingency Plan and the Regional Plans.

RESPONSIBILITIES

Primary Department (Environment Canada)

The Regional Director General will provide these services after determining and restoring somewhat the regional ability to conduct business as appropriate.

- Assess situation and re-establish essential meteorological services to the public, as outlined in the Regional Contingency Plan.

- The Atmospheric Environment Prediction Program of the Meteorological Service of Canada would provide forecasts of plumes of material released in the atmosphere should the need arise.

- Provide to the agencies involved in response activities information on the current and predicted meteorological, ice and sea-state conditions for the affected areas.

- Provide the response agencies scientific and technical assistance as required, or identify where outside of the Meteorological Service of Canada this assistance may be obtained.

- Make telecommunications and weather network facilities available to response agencies and other organizations for disseminating information to the public.

In the event that a Region cannot deliver its services, other selected weather offices in the Region or in an adjacent Region could provide the essential meteorological services with assistance, as required from the Atmospheric Environment Prediction Program of the Meteorological Service of Canada at other locations.

EMERGENCY SUPPORT FUNCTION: PROCUREMENT

Primary Department: Public Works and Government Services Canada

INTRODUCTION

Public Works and Government Services Canada (PWGSC), a common service agency, is the lead federal government department for the Emergency Support Function for Procurement. As such, and upon request, Supply Operations Service Branch, which is funded by parliamentary appropriation, is responsible for contracting for required emergency response materiel and services, through established commercial sources or existing federal stockpiles, where possible from the area closest to the emergency. This activity takes precedence over normal procurement.

ASSUMPTIONS

Payment of all emergency requirements actioned by the Department, from either Headquarters or its Regional Offices, is to be fully-funded through either OCIPEP, the requisitioning federal client department (i.e.: Transport Canada, Coast Guard, Health Canada, etc.), or the requisitioning provincial government.

POLICY AND LEGISLATION

A. Federal Legislation:

Emergency Preparedness Act
Excise Tax Act
Expropriation Act
Public Works and Government Services Canada Act

DM Directive 001:
Policy for Emergency Preparedness in Public Works and Government Services Canada

CONCEPT OF OPERATIONS

A. Co-ordination:

Supply Operations Service Branch will endeavour to conduct emergency procurement from the optimum Departmental location that is closest to the emergency site. Procurement requests are to be made in a standardized, written format.

All requisitions for emergency goods and services will be provided from the National Support Centre to the PWGSC Emergency Operations Co-ordination Centre. The requisitions will then be forwarded to the selected Supply Operations Service Office.

B. Notification:

The priority rating and universal request number, which is normally provided with each request for emergency procurement by the Federal Co-ordination Officer (FCO) in the affected province, is also to be forwarded to PWGSC with any requests for procurement assistance.

RESOURCES

Emergency response activity is to be undertaken within the existing personnel resources of the Department.

EMERGENCY SUPPORT FUNCTION: PUBLIC ORDER
PROTECTION OF THE PUBLIC

Primary Department: Royal Canadian Mounted Police (RCMP)

Support Organizations/Agencies:

Canadian Security Intelligence Service (CSIS)
Correctional Services Canada (CSC)
Department of National Defence
Various other Federal, Provincial, Territorial, Municipal and Local agencies and government bodies

INTRODUCTION

General

The maintenance of public order/protection of the public, via the enforcement of existing laws (Criminal Code of Canada), Federal Acts, Provincial/Territorial statutes and municipal bylaws, is the shared responsibility of the Royal Canadian Mounted Police (RCMP) and local law enforcement agencies. The RCMP, in accordance with Provincial/Territorial Police Service Agreements, is the provincial/territorial contracted policing agency for all provinces/territories with the exception of the provinces of Ontario, Quebec and parts of Newfoundland. In addition to policing duties related to police service agreements, the RCMP is Canada's federal policing agency. There are many hundreds of Memorandums of Understanding/Agreement (MOU/MOA) between the RCMP and other agencies, including various levels of Government. These formal agreements combined with the RCMP's infrastructure often allows the RCMP to respond to major disasters/events with the appropriate level of authority and resources.

Purpose

The purpose of the Emergency Support Function (ESF) is to provide other agencies with a generalized understanding of the RCMP's organizational reporting structure and accountability when responding to a large scale disaster.

Scope

The scope of this Emergency Support Function applies to all federal, provincial, non-government organizations (NGOs) and private/public law enforcement resources in Canada and internationally which may be required to respond to a request for provincial and/or federal assistance.

The NGOs include, but are not limited to: Tribal Police Departments, private security agencies, volunteer community protection groups, and volunteer search and rescue organizations/associations.

PLANNING ASSUMPTIONS

This ESF will complement existing RCMP Detachment, Sub-Division, Divisional, Regional and National contingency plans respecting disaster response. A natural or man-made disaster may require the re-deployment of RCMP personnel within a province/territory and/or from one area of Canada to another to effectively deal with the event. Civil unrest, riots, looting and acts against humanity may occur during a large scale disaster. Similar to OCIPEP's response to disasters, the RCMP would initially react on a local level (Detachment) and request support up the chain of command as the events unfold. A chain of command, departmental policy and formal agreements, exist between the RCMP, various Municipalities, Provincial and Federal governments to allow these additional resources to be re-allocated on a temporary short-term or long-term basis.

POLICY AND LEGISLATION

The Royal Canadian Mounted Police will maintain public order and protect the citizens of Canada by utilizing their legislated powers under the authority of the Canadian Criminal Code, various Federal and Provincial Statutes/Acts & Regulations and Municipal/local bylaws.

CONCEPT OF OPERATIONS

Upon notification of a major incident within a Province/Territory, the Officer in charge of the Criminal Operations Branch (CROPS Officer) in consultation with the Provincial Commanding Officer (CO) or designate and the provincial/territorial Emergency Measures Organization (EMO) activates the Division Emergency Operations Centre (DEOC). Each Province and Territory within Canada has an RCMP DEOC.

A DEOC commander would be assigned as in charge (I/C) operations within the Centre and determine staffing requirements. Immediately upon activation, the DEOC would notify the RCMP National Operations Centre (NOC) in Ottawa of the situation along with the Deputy Commissioner (D/C) of the particular region (5 Regions: Atlantic, Central, North West, Pacific and National Headquarters). Each region has a Deputy Commissioner (D/C) in charge. The National Operations Centre (NOC) would then become the DEOC's point of contact for additional resources and situational reports.

Staffing within the NOC is crisis dependant and may require representatives (i.e., liaison personnel) from other Government Departments such as CSIS, DEPARTMENT OF NATIONAL DEFENCE, Privy Counsel, DFAIT, and OCIPEP - among others. The NOC commander would determine the required level of resources for the NOC. As well, the NOC commander would identify the liaison officers from within the RCMP to attend other Emergency Operations Centres such as the Government Emergency Operations Co-ordination Centre (GEOCC) and the National Support Centre in Ottawa.

RESOURCES

Under the terms of the policing agreements, the C.O. may receive requests for emergency police services from the Attorney General, Solicitor General, or the executive member of the province/territory. During the initial stages of an emergency, the CO may increase the provincial/territorial police service using municipal, federal or administrative personnel from within the Province or Territory until such time as sufficient members of the provincial/territorial police service are assembled to respond. Upon receipt of a request for emergency police services, the C.O. would immediately inform the Commissioner, attorney general/solicitor general of all aspects of the declared emergency. The provincial/territorial police service may only be augmented by the Commissioner with the concurrence of the Solicitor General of Canada.

RESPONSIBILITIES

Commanding Officer (Province/Territory)

- receives and responds to requests from municipal/provincial officials for emergency police services;
- informs and consults with the Attorney General/Solicitor General/executive member(s);
- informs and consults with the Deputy Commissioner RCMP of the affected region;
- informs and consults with the Commissioner of the RCMP for approval to augment police resources;
- approves the activation of the Provincial/Territorial RCMP DEOC;
- identifies a DEOC commander; and
- co-ordinates the RCMP response within his/her Provincial/Territory jurisdiction.

Deputy Commissioner (One D/C for each of the 5 Regions)

- assists the CO by providing regional resources if required; and
- maintains contact with both the CO and the Commissioner along with Provincial, Municipal and Federal counterparts.

Commissioner

- maintains overall responsibility for the RCMP's actions/response to a major national disaster; and
- approves the augmentation of provincial/territorial police service with the concurrence of the Solicitor General.

National Operations Centre (NOC)

The NOC will be the 24/7 point of contact for the Division Emergency Operations Centres. All communications regarding emergency police services will be directed through the NOC to the Commissioner. The DEOCs remain the operational centre with the NOC providing the administrative link to the Commissioner and senior management of the RCMP.

Supporting Organizations

The area affected by the disaster, the scope and the nature of the event will determine which partners would assist the RCMP. For example, the Swiss Air Flight 111 Crash involved different supporting agencies/organizations than the Manitoba floods. Generally, the Canadian Military and Transport Canada will work in partnership with the RCMP on most major national disasters. These agencies will provide a multitude of emergency support services as required such as perimeter security of a crash site, additional Search and Rescue resources, etc.

EMERGENCY SUPPORT FUNCTION: TELECOMMUNICATIONS

Primary Department: Industry Canada (Telecommunications)

Support Departments:

Canada Customs and Revenue Agency (Canada/US Mutual Aid)
Environment Canada (Meteorological Environmental Services)
Fisheries and Oceans Canada(Telecommunications)
Foreign Affairs and International Trade (International)
Human Resources Development Canada (US/Canada Mutual Aid)
National Defence (Telecommunications, Transportation and Logistics)
Public Works and Government Services Canada (Purchase and location of equipment)
Solicitor General of Canada (Security, Information)
Transport Canada (Transportation)

Non-Government Agencies:

Canadian Broadcasting Corp (CBC), Canadian Association of Broadcasters (CAB), and Canadian Cable Television Association (CCTA)
Canadian International Development Association (CIDA)
Canadian Telecommunications Emergency Preparedness Association (CTEPA) and Emergency Telecommunications Carriers Alliance (ETCA)
Canadian Wireless Telecommunications Association (CWTA)
Red Cross (Telecommunications System)

International:

NATO Civil Communications Planning Committee
United Nations, Working Group on Emergency Telecommunications
United States National Communications,

INTRODUCTION:

General: Telecommunications is essential for the delivery of an emergency response. The capability, in the short term, to rapidly, repair, replace and expand telecommunications systems under conditions foreseen in a catastrophic emergency will be extremely limited.

Purpose: The Telecommunications Emergency Support Function is to provide telecommunications support to federal, provincial, and non-government organizations in preparation or response to a catastrophe in Canada.

Scope: The Telecommunications Emergency Support Function anticipates the telecommunications requirements that follow a catastrophic emergency and was developed to support:

a) federal government organizations designated to provide immediate support;

b) provincial government organizations as requested by provincial authorities;

c) affected municipalities, when requirements cannot be met through provincial arrangements. (With the exception of spectrum management requests, requests must be validated by provincial authorities);

d) non-government organizations whose role is identified in a municipal or provincial emergency response plan or in a federal government support plan; and

e) telecommunications providers to assist in the re-establishment of essential telecommunication services.

ASSUMPTIONS:

During the initial stage of an emergency, demand for telecommunications services, equipment and expertise will be overwhelming. A catastrophe will likely cause serious damage to more than one telecommunications infrastructure:

a) wireline telephone services: central offices, trunk lines, fibre optic cable and microwave links may be destroyed or severely damaged, and as a result many telephone systems may be inoperable for a considerable period of time. Overloading of the few remaining switches may render them unreliable, however, some Priority Access to Dialing users may be able to place local calls;

b) long distance telephone networks may be overloaded and Code Blocking/Call Gapping may be activated in order to protect the North American telephone network. Code Blocking artificially limits the number of long distance telephone calls into the affected area(s), including those made by the emergency community;

c) cellular and PCS telephone service: in addition to damage to cellular towers, the wireless networks may experience the same problems as the wireline networks. (At the present time, Priority Access for Dialing is only available the province of British Columbia and from one carrier (TELUS mobility));

d) radiocommunications base stations antennas towers may be damaged, a number of repeaters on top of high-rise buildings may be inaccessible and the loss of electrical power, particularly where no backup power source exists, could seriously limit operations. Radiocommunication networks operated by federal and provincial agencies may also suffer heavy damage;

e) mobile stations in vehicles that are capable of functioning in a simplex mode should be operational, however, coverage may be limited by terrain and buildings;

f) handheld radios may be operational in a simplex mode as long as battery power is available and a recharging capability exists, however coverage is very limited;

g) broadcasting facilities: AM, FM, TV and cable television inside the affected area, may not be fully operational as a result of damage to broadcast towers and studio-transmitter links;

h) maritime and aeronautical fixed stations may be adversely affected and communication with marine and aeronautical stations including those of the Coast Guard and aircraft engaged in damage assessment functions may be difficult;

i) some amateur High Frequency (HF) stations, and Very High Frequency (VHF) and Ultra High Frequency (UHF) repeaters may still be intact and portable amateur stations may be deployed, however access to sites, radio operators and electric power are essential;

j) organizations equipped with mobile satellite equipment should be able to communicate with stations outside of the affected area, however, adequate radio operator training and spare batteries and/or back up power are essential;

k) Internet and data networks operating via private repeaters or satellites may be operational, and the Internet should be accessible via mobile satellite terminals however, telephone and cable connections may be affected;

l) paging systems may be affected, but a large number of installations are expected to survive, however, where telephone service is disrupted, the public may not be able to place a page; and

m) fixed military installations may suffer the same damage as other terrestrial systems, however, military mobile units may be established at strategic locations in relatively short order, most operate in VHF low-band, do not require repeaters, and are less affected by terrain and buildings.

POLICY AND LEGISLATION

Under Section 7 of the *Emergency Preparedness Act,* Federal Ministers are responsible to identify civil emergency contingencies in their area of responsibility and developing emergency plans. The Minister of Industry is the lead for Emergency Telecommunications and has nine responsibilities under the *Departmental Planning Responsibilities for Emergency Preparedness* dated June, 1995.

In addition to fulfilling its emergency telecommunications responsibilities, Industry Canada will continue to exercise its radio spectrum responsibilities under the *Radiocommunication Act and Telecommunications Act*.

The responsibility of Industry Canada, in other than its spectrum management role, is limited to facilitating and co-ordinating the acquisition of telecommunications equipment and services. Responsibility for payment of all expenses i.e., purchase, rental, lease must be borne by the requesting agency. (See Industry Canada-Telecommunications Directive on Delegation of Spending Authority in Emergency Situations – 30 November 1999).

All requests for telecommunications services from the affected province, including municipalities and non-government agencies (Red Cross, Salvation Army, St. John Ambulance, Mennonite Disaster Services etc.) engaged in providing support to the province or a municipality shall be channelled through the authorised provincial emergency operations centre, on whose behalf Industry Canada will act as facilitator at the request of the provincial government.

Federal departments and agencies requiring assistance may channel their requests directly to Industry Canada.

Industry Canada has entered into a mutual aid agreement for telecommunications with the United States National Communication System.

CONCEPT OF OPERATION:

Alert & Notification

Upon receipt of a first alert from OCIPEP or other reliable source, the National Manager Emergency Telecommunications will immediately initiate a notification to emergency staff in Ottawa who will in then notify, the affected regions and non affected regions. It should be noted that individual Regions may have Alert & Notification arrangements with Provincial Emergency Measures Organizations and as such the Regions will immediately notify the National Manager Emergency Telecommunications of any provincial alert notifications.

Regional Emergency Telecommunications Officers will notify designated emergency staff in their respective regions.

National Manager Emergency Telecommunications and Regional Emergency Telecommunication Officer will notify national and regional common carrier contacts.

Industry Canada (Telecommunications) in the Affected Region

Regional and District Office Staff, in the affected Region, will immediately and without further notification activate the Regional Support Plan and bring federal government resources to a state of readiness:

a) the Regional Emergency Telecommunications Officer will establish communications with the National Manager Emergency Telecommunications, provide timely situations reports and report actions taken;

b) the Federal Co-ordination Officer (FCO is the OCIPEP Regional Director unless another FCO is designated) will survey federal capabilities and secure the necessary assistance for the province through the established federal regional support arrangements. It is recognised that the Regional Emergency Telecommunications Officers will receive request directly from some provincial ministries;

c) designated Industry Canada staff in the affected region are EMPOWERED to assure responsibility for the management of ESF Telecommunications functions and will be pre-assigned the necessary authority to make emergency purchases and enter into contracts for equipment and service. (See IC-Telecom. Directive on Delegation of Spending Authority in Emergency Situations – 30 November 1999);

d) Industry Canada district and regional offices and Emergency Operations Centres will provide spectrum management services and emergency support functions to the Federal Co-ordinating Officer and the National Support Centre in support of the lead province;

e) available resources are prioritised by the lead province in support of critical needs; and

f) arrangements for building passes, telephone credit cards, use of office vehicles, accommodation, overtime and other necessary activities should be pre-arranged.

Industry Canada (Telecommunications) Headquarters in Ottawa

Industry Canada (Telecommunications) will activate its departmental emergency plans/programs and raise its state of preparedness at the regional and national level. Open the Departmental Emergency Operations Centre at 300 Slater Street, room 1400. Upon the request of a provincial government, Industry Canada Telecommunications will provide telecommunications support and resources, and locate international resources as required.

As part of the alert notification, or shortly thereafter, the lead department may activate the National Support Centre. Industry Canada (Telecommunications) will participate in the Executive Group (ADM/SITT), Co-ordination and Operation Group (DRP & DRP-E), and as necessary in the Public Affairs and Technical Advisory Groups.

The lead minister may implement the National Support Plan, thereby authorising emergency expenditures. If special powers are needed the government may recommend to Parliament the declaration of an emergency under the *Emergencies Act.* If the Emergency Act is invoked and if the emergency exceeds the department's capacity to manage the crisis within its existing legislation, the Minister of Industry may recommend National Emergency Arrangements.
Should the National Support Plan be officially implemented or a national emergency declared in accordance with the Emergencies Act the National Manager will notify concerned offices within the department.

It is unlikely that the fundamental structure of Industry Canada (Telecommunications) will be

drastically changed, however a certain reorganization of resources may be required depending on the magnitude and location of the emergency.

Industry Canada (Telecommunications) in Non-Affected Regions

Pre-identified Regional and District Office staff in other parts of Canada, will activate emergency plans. If it is clear that the disaster is of catastrophic proportions, these staff members should not wait to be notified to act. They should immediately and without awaiting instruction:

a) take steps to provide support to the affected region in accordance with pre-planned objectives and standard operating procedures;

b) ensure Emergency Telecommunications Officer and/or alternates can be reached at pre-identified emergency telephone numbers;

c) establish contact with pre-identified equipment suppliers and shipping agents in the region and confirm 24/7 arrangements; and

d) Emergency Operations Centre in Ottawa will co-ordinate Emergency Support Functions and provide status report to regional staff in non affected regions.

RESOURCES

The resource requirements (money, personnel, equipment and facilities) committed to the response will be contingent on the severity and nature of the emergency and will escalate as the impact and demands on the department are known.

Industry Canada normally facilitates the provision of telecommunications equipment & services to responders under a cost recovery policy. An emergency situation may require that decisions be made quickly with little or no hierarchical consultation, owing to the precarious telecommunications means available at the time. These decisions could, in serious cases, result in the commitment of significant amounts of money. Industry Canada (Telecommunications) has developed a directive on delegation of spending authority in case of emergency situations.

RESPONSIBILITIES: PRIMARY DEPARTMENT (INDUSTRY CANADA)

Industry Canada may:

a) provide advice and assistance to federal departments and agencies with respect to the telecommunications requirements of their Emergency Support Functions (ESF) or related emergency plans;

b) provide advice and assistance to provinces and municipalities with respect to emergency telecommunications;

c) provide reports to the National Support Centre on the status of telecommunications facilities in the affected area;

d) co-ordinate priorities for re-establishing essential telecommunications services in co-operation with provincial authorities;

e) co-ordinate an emergency broadcast services using the facilities of the Canadian Broadcasting Corporation (CBC) and privately owned networks and stations;

f) co-ordinate the acquisition of telecommunications equipment and services for federal departments with response or support functions. In response to requests from provincial authorities, provide information on possible sources of telecommunications materiel needed to replace, restore, maintain or expand essential services, and assist in the expeditious acquisition and delivery of materiel;

g) provide advice and assistance to private or public telecommunications undertakings in mitigating the disruptive effects of the disaster on domestic and external telecommunications;

h) co-ordinate essential civil telecommunications resources (except those operated by the Canadian Forces, the Royal Canadian Mounted Police and the Department of External Affairs and International Trade) to achieve identified emergency related objectives;

i) establish contact with available telecommunications experts who may advise and assist federal, provincial and municipal response/support agencies and identified non-government organizations;

j) use new technologies and existing programs: Priority Access to Dialing, Cellular Priority and Prompt provision of emergency telephone lines at the scene of a disaster to ensure the availability of telecommunications to meet federal/provincial and municipal requirements during periods of system overload or degradation;

k) establish an interim organizational structure to accelerate emergency spectrum

management activities including assigning temporary frequencies, authorising the operation of radio stations and mitigating radio interference;

l) maintain a log of all emergency telecommunications requests and actions taken and a record of all transactions performed on behalf of third parties in accordance with Treasury Board financial policies and procedures; and

m) co-ordinate Canada/US mutual aid and other international requirements.

RESPONSIBILITIES: SUPPORT DEPARTMENTS

Responsibilities are developed through discussion with the following departments:

Canada Customs and Revenue Agency (US Canada Mutual Aid)
Environment Canada (Meteorology)
Fisheries and Oceans Canada(Telecommunications)
Foreign Affairs and International Trade (International)
Human Resources Development Canada(US Canada Mutual Aid)
National Defence (Telecommunications, and Transportation & Logistic)
Public Works and Government Services Canada (Purchase & Location of Equipment)
Solicitor General of Canada (Security and Information)
Transport Canada (Transportation)

EMERGENCY SUPPORT FUNCTION: TRANSPORTATION

Primary Department: Transport Canada

Support Departments: All Departments represented at the National Support Centre

Non-Government Agencies:

Airport Authorities
ATAC (member airlines)
Motor Carriers
NAV Canada
Port Authorities
Railways
Shipping Associations
St. Lawrence Seaway Authority

Central Agencies:

Justice Canada
Privy Council Office
Public Service Commission
Treasury Board

INTRODUCTION:

General

In a catastrophic public welfare emergency, it is assumed that the response will be beyond the capability of the provincial or territorial governments to manage. Transport Canada has developed emergency plans, procedures, and a concept of operations to ensure the effective and efficient operation of federal transportation systems and facilities that are essential to the national transportation system during a national emergency. Transport Canada has developed agreements with stakeholders to facilitate access to and co-ordination of transportation resources.

In an emergency, both the national and regional Transport Canada Situation Centres will be activated to provide co-ordinated national support to the national response efforts of the Federal Government. Internally, Transport Canada will also ensure the resumption of its essential services.

Purpose

This document describes the concept of operations enabling the effective mobilization and use of the nation's federally regulated transportation resources to mitigate the effects of a catastrophic public welfare emergency during the response phase. It does not describe the activities necessary for the

recovery phase.

Scope

The scope of this Emergency Support Function applies to all federally regulated transportation resources in Canada and international resources requested or offered to respond to a provincial transportation request. It will apply to personnel assigned from Transport Canada, including Crown Corporations, to work with the federal emergency response organization either in the National Capital Region or in the field agency established in the affected province and/or adjacent province.

ASSUMPTIONS:

General

Portions of the national transportation system will survive the catastrophe.

The status of regional resources will be unknown in the first hours following a catastrophic event.

Transport Canada personnel in the disaster area will have suffered injury or death or be otherwise unavailable to participate in the regional response.

Initial assessment of transportation facilities and operations will be critical to the effective movement of goods and services into the disaster area.

Transport Canada will rely on its internal emergency communications systems (MSAT – (Mobile Satellite)) to determine its status and ability to link with other Federal/Provincial Operations Centres.

Transport Canada may be required:

- to assist the province in co-ordinating regional transportation response and external requests for transportation services;
- to assist the Office of Critical Infrastructure Protection and Emergency Preparedness (OCIPEP) through provision of expertise to the Co-ordination and Operations Group (COG);
- to activate its Headquarters and Regional Emergency Support Plans;
- to liaise with Joint Federal/Provincial Operations Centres;
- to activate its HQ Transport Canada Situation Centre and Transport Canada Regional Situation Centres; and

- to co-ordinate transportation requirements of other departments and agencies, and to provide transportation system status information to both government and public.

Access to transportation nodes will be critical and will require co-ordinated and priority repair to support the national transportation system. The availability of access to transportation nodes will affect, in a direct ratio, the effectiveness of the movement of goods and persons into and out of the disaster area.

Ownership and operation of civil transportation resources will not change unless Part 1 of the Emergencies Act is invoked.

POLICY AND LEGISLATION:

It is the policy of Transport Canada to develop and test emergency support plans for all types of emergencies. Further, Transport Canada will ensure the readiness of Headquarters and Regional Situation Centres. This policy is in accordance with the ministerial requirements established in the Emergency Preparedness Act (1988) and is described in Transport Canada's Emergency Preparedness Policy and Concept of Operations.

CONCEPT OF OPERATIONS:

Co-ordination

Transport Canada's initial response will be to determine the availability of resources to support the federal and provincial public welfare response and co-ordinate, with industry and the Department of National Defence, appropriate staging areas for priority movement of goods and services requested by the provincial authority.

The Minister of Transport is responsible for co-ordinating and facilitating civil transportation services in support of a national response to a request from a Province for assistance in dealing with the effects of a catastrophic emergency. Gateways for the various transportation modes will need to be established early in the federal response effort. Advance Holding Zones and Distribution Points will be established taking into account the Logistics Plan as co-ordinated by the Department of National Defence.

The Transport Canada Situation Centre (SITCEN) will be activated and communications established and maintained with its regional counterparts, OCIPEP and appropriate private sector agencies, other governments and international organizations. The Transport Canada Situation Centre (TCSC) is responsible for information gathering, analysis, dissemination and co-ordination as well as making recommendations to senior management as established in the Department's Concept of Operations and Emergency Preparedness Policy. All emergency activities pertinent to the Headquarters of Transport Canada should be channeled through this facility. Regional Crisis Management Committees will be established by the Regional Directors-General as required.

Alert/Notification

A number of functional areas within the Safety and Security Group, having response obligations, operate a 24 hour/7 day monitoring and response system for reporting of emergencies into the Department at both the National and Regional levels. Upon notification by OCIPEP or other sources, of an emergency, the first designated officer alerted will initiate an inter- and intra-departmental notification of activation of the appropriate Situation Centres.

RESOURCES

The resource requirements (money, personnel, equipment and facilities) committed to the response will be contingent on the severity and nature of the emergency and will evolve with the understanding of the impact and demands put on the department by the emergency. Transport Canada personnel are committed, as part of the National Plan, to support OCIPEP at the Headquarters and Regional levels with appropriate staff to attend to transportation issues.

RESPONSIBILITIES: PRIMARY DEPARTMENT

- Provision of a safe and accessible transportation system for the movement of goods and persons necessary for the response to an emergency.
- Implementation of the departmental support plan to provide advice and facilitate transportation issues in the resolution of provincial requests and federal needs.
- Co-ordination of federally arranged/regulated civil transportation resources in accordance with the requirements and priorities established by the lead Minister and approved by the Minister of Transport based on senior management recommendation.
- Provision of information and guidance to stakeholders on the status of the National Transportation System and the impact of the emergency.
- Co-ordination of the re-establishment of essential transportation facilities and services necessary to respond to the catastrophe.
- Implementation of the Headquarters or regional Business Continuity Plan as required to ensure essential services are available to clients and that employee welfare issues are resolved.
- Maintenance of effective liaison with the United States Transportation Agencies.
- Identification of priorities for repair, replacement, reactivation and augmentation of the national transportation network, facilities, equipment or transport resources.

RESPONSIBILITIES: SUPPORT DEPARTMENTS

Transport Canada will require assistance from the following support departments to ensure a co-ordinated approach during an emergency:

Canada Customs and Revenue Agency
Citizenship and Immigration Canada
Department of National Defence
Environment Canada
Fisheries and Oceans Canada
Foreign Affairs and International Trade
Health Canada
Industry Canada
Public Works and Government Services Canada
Solicitor General of Canada

COLLATERAL DEPARTMENT: CANADA CUSTOMS AND REVENUE AGENCY

GENERAL

The role of Canada Customs and Revenue Agency in an emergency is to support federal, provincial and municipal organizations in responding to the emergency. To this end, tariff item 9993.00.00 and the **Goods for Emergency Use Remission Order** expedites the temporary importation of goods from other countries[1] across the border in response to an imminent or actual emergency. Customs Inspectors at each border crossing are to assess the situation as it develops and ensure that the necessary goods are imported as quickly as possible. Note: This section does not apply to the trans-border movement of emergency personnel. Provisions for such movement will be covered elsewhere by Citizenship and Immigration Canada.

POLICY AND LEGISLATION

Tariff Item 9993.00.00 allows for the duty free temporary importation of goods into Canada as long as the goods are not imported for sale, lease, further manufacturing or processing. The tariff item also allows the Minister of National Revenue to prescribe those conditions under which goods consumed or expended while in Canada may remain duty free. Under the Temporary Importation Regulations (Tariff Item 9993.00.00), proof of exportation is not required in respect of goods consumed in response to an emergency.

The Goods for Emergency Use Remission Order relieves the requirement to pay all taxes paid or payable under Division III of Part IX (the Goods and Service Tax) and under any other part of the Excise Tax Act on goods imported temporarily into Canada that are goods required for an emergency. The Order requires that all goods not consumed or destroyed during the emergency be exported when no longer required. In addition, the Order relieves the requirement to pay GST and excise taxes on goods that are consumed or destroyed during the emergency.

PROCEDURES

The following procedures will apply in the case of declared emergencies, however, in the event that a formal declaration has not been issued, Customs Officers at the port of entry will be expected to assess the situation as it develops and to act accordingly. That should involve, if time permits, consultation with senior Customs Officials at the Regional or National level and, if further doubt exists, with local civil emergency organizations, fire, police departments, etc.

In the event of an identified emergency, it will be the responsibility of the affected Customs Officer(s) to expedite clearance as quickly as possible. Whenever possible a simple blotter record of

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[1] Only refers to importation of goods across the international boundary. Questions related to the movement of emergency materiel across provincial boundaries should be referred to Provincial Emergency Measures Organizations.

Form E29B, Temporary Admission Permit, is to be kept describing the goods in general terms, and no security deposit is to be collected. The issuance of Form E29B can also be made after the fact, depending on the circumstances.

In cases where the emergency situation requires release of goods where Customs Officers or R.C.M. Police are not in attendance, a record kept by a responsible official such as a Chief of Police, Mayor, a representative of the provincial government or other such individual charged with the responsibility of directing the emergency response will be accepted for the purpose of completing Form E29B.

Under either scenario, the Form E29B is cancelled whenever an official or responsible person involved can provide evidence that the goods have been expended or destroyed in resolving the emergency or have been exported from Canada.

Following an emergency, goods consumed or destroyed in Canada may be accounted for on a Canada Customs Coding Form B3. Tariff Item 9993.00.00 allows the goods to be imported duty free while the Goods for Emergency Use Remission Order relieves the requirement to pay the GST and any excise taxes that would otherwise be owing. To claim this relief 9993 has to appear in the tariff code field of the B3 and a special authorization code (tbd) has to appear in the Special Authorities Field of the B3. A certified Identification of Goods Exported or Destroyed, Form E15, or a statement signed by a responsible individual attesting to the destruction or consumption of the goods in Canada should be attached to the Form B3.

COLLATERAL DEPARTMENT: INDIAN AND NORTHERN AFFAIRS CANADA

GENERAL

Indian and Northern Affairs Canada (INAC) is responsible, in an emergency, to advise and support federal and provincial organizations in responding to an emergency in First Nation communities.

POLICY

Under the Emergency Preparedness Act, INAC is responsible for developing and maintaining, or supporting the development and maintenance of, civil emergency plan for mitigating the effects of emergencies on Indian lands/reserves for which the department has legal responsibility under the Indian Act, including arrangements for temporary community evacuations and for the provision of assistance by Provincial and Territorial emergency services (lead role). INAC has enlisted, through various arrangements, the assistance of Provinces and Territories to provide immediate response to any emergency that escalates beyond the community's capacity to respond.

RESOURCES

The core group within INAC will most likely comprise the Director, Administrative Services, in consultation with appropriate senior management and the Departmental Emergency Preparedness Co-ordinator and Regional Emergency Preparedness Co-ordinators. Other individuals including senior managers at headquarters and regions may be involved as required.

PROCEDURES

When the National Support Plan is activated by a declared emergency, INAC will send a representative to the National Operations Centre to liaise with and provide advice to: First Nation organizations, other federal Departments, Provincial/Territorial governments, INAC headquarters and regions.

COLLATERAL DEPARTMENT: PRIVY COUNCIL OFFICE

GENERAL

The Privy Council Office (PCO) is responsible for supporting the Prime Minister and Cabinet and for overseeing the machinery of federal government. It assists in co-ordinating any new policy or legislation to Cabinet. It keeps the Prime Minister informed as to emergency preparedness matters and responses to particular emergencies, and ensures that the Prime Minister=s personal leadership, when warranted, is effectively co-ordinated with the response efforts of the federal lead department and/or the National Support Centre.

RESOURCES

The core group within PCO will most likely comprise: the Deputy Clerk and managers and officers from the Foreign and Defence Policy (FDP), the Communications & Consultation (C&C), and the Economic and Regional Development Policy (ERDP) Secretariats. The Clerk, the Deputy Minister for Intergovernmental Affairs and other senior managers may be involved as required.

CONCEPT OF OPERATIONS

At the onset of an emergency, PCO will expect OCIPEP/Department of National Defence or the designated lead department to convene departments to agree on respective roles, seek full co-operation and activate a National Support Centre if appropriate. PCO will provide support to this process and will intervene if any duplication or gap in responsibilities arises.

PCO will keep the Prime Minister and the Minister for Intergovernmental Affairs fully informed throughout the emergency.

Should it be appropriate to identify or designate an agency other than Department of National Defence, or a Minister other than the Minister Responsible for Emergency Preparedness, as lead in response to an emergency, PCO will obtain the necessary approval or decision of the Prime Minister. If necessary, PCO will help to negotiate an appropriate *ad hoc* mechanism with any lead Minister designated to ensure that OCIPEP/ Department of National Defence can provide him/her with information and advice directly.

During an emergency, provincial authorities will probably operate at the highest level and may seek to deal directly with the Prime Minister, the Minister of Intergovernmental Affairs, the Clerk of the Privy Council or the Members of Parliament from the affected province. In addition to steering communications of a routine or technical nature to a more appropriate level, PCO will help co-ordinate relations between senior provincial authorities and the lead minister, lead department and/or the National Support Centre.

PCO (Communications & Consultation Secretariat) will play a role in defining national communications policy and requirements during an emergency. PCO will also assume management of communications during major emergencies (as defined by PCO Communications in consultation with OCIPEP/ Department of National Defence) and will call for the resources it requires - initially from OCIPEP/ Department of National Defence and ultimately from other Departments depending on the level of their involvement in the emergency.